

HOUMA-TERREBONNE AIRPORT COMMISSION

MINUTES

August 17, 2023

- 1.) A meeting of the Houma-Terrebonne Airport Commission was held on Thursday, August 17, 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. Joshua Alford (Vice-Chairman), Mr. Edward L. Marmande (Secretary/ Treasurer); Christopher Ellender; and Mr. Derrick Miller Mr. Vincent Celestin. Commission Member(s) absent were: Mr. F. Jeffrey “Jeff” Teuton. Also present were: Ms. Heather Boudreaux, Deputy Director; Mr. Earl Hicks, Director of Special Projects; Mr. Kyle Highstreet, Director of Operations/Maintenance; Mr. Karl Beattie, Director of Airport Operations; 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 motioned by Mr. Alford and seconded by Mr. Marmande to approve the Minutes and the Budget to Actual Financial Statement for the month of July 2023. The motion carried.
- 3.) After discussion, it was motioned by Mr. Alford and seconded by Mr. Marmande to approve the Minutes and the Budget to Actual Financial Statement for the month of July 2023. The motion carried.
- 4.) Update regarding the expansion of the Aviation Area and Unmanned Aircraft Systems (UAS) effort on the HTA. After discussion it was motioned by Mr. Marmande and seconded by Mr. Ellender to use the existing Katolight generator at the Houma Air traffic Control Tower. The motion carried. After discussion, it was motioned by Mr. Alford and seconded by Mr. Miller to approve payment to The Picard Group for monthly fee as per written contract in the amount of \$10,000.00. The motion carried. After discussion, it was motioned by Mr. Alford and seconded by Mr. Miller to approve payment to COTS Technology, LLC for reimbursable travel expenses in the amount of \$3,282.01. The motion carried.
- 5.) Taxiway Echo. After discussion, it was motioned by Mr. Marmande and seconded by Mr. Celestin to approve payment to Byron E. Talbot Contractor, Inc for Payment No. 5 in the amount of \$1,356,163.76. The motion carried.

- 6.) Update regarding Downtown Jeux, LLC and the former Capital One building. After discussion, it was motioned by Mr. Marmande and seconded by Mr. Alford to remove this item from the agenda.
- 7.) After discussion, it was motioned by Mr. Alford and seconded by Mr. Ellender to approve continuing the internship program with one intern. The motion carried.
- 8.) After discussion, it was motioned by Mr. Marmande and seconded by Mr. Celestin to approve up to 4 HTAC staff members to attend the annual LAMA conference, scheduled for November 5-7 in Alexandria, LA. The motion carried.
- 9.) 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,

Carleton A. Casey
Chairman

Respectfully submitted,

Edward L. Marmande
Secretary-Treasurer