

HOUMA – TERREBONNE AIRPORT COMMISSION
MINUTES
MAY 16, 2024

- 1) A meeting of the Houma-Terrebonne Airport Commission was held on Thursday, May 16, 2024, at the 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. Christopher Ellender and Dr. Kristine Strickland. Absent: Mr. Derrick Miller. Also present were: Mr. Mert Pellegrin, Executive Director; Ms. Heather Boudreaux, Deputy Director; Ms. Andrea Dupre, Director of Business Development; Mr. Kyle Highstreet, Director of Operations/Maintenance; and Mr. Karl Beattie, Director of Airport Police. Also present was David J. Norman, III, HTAC Legal Counsel. 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. Celestin and seconded by Mr. Alford to approve of the Budget to Actual Financial Statement and minutes for the month of April 2024. The motion carried.
- 3) After discussion, it was motioned by Mr. Marmande and seconded by Mr. Ellender to approve payables through May 16, 2024. The motion carried.
- 4) Uncrewed Aircraft Systems (UAS) effort on the HTA.
 - a. After discussion, it was moved by Dr. Strickland and seconded by Mr. Alford for the approval of Change Order No. 2, increasing the construction contract by \$3,761.48 for installation of electrical for security gate at Thunderbird Road entrance. The motion carried.
 - b. After discussion, it was moved by Mr. Alford and seconded by Mr. Ellender to approve payment to Gros Flores Positerry, LLC in the amount of \$168,103.75. The motion carried.
 - c. After discussion, it was moved by Mr. Marmande and seconded by Mr. Ellender to approve payment to Byron E. Talbot, Contractor, Inc. for payment in the amount of \$416,048.51 for RPA Campus Roads. The motion carried.
 - d. After discussion, it was moved by Dr. Strickland and seconded by Mr. Alford to approve payment to Milford and Associates, for Invoice No. 024-045 in the amount of \$8,625.00. The motion carried.
 - e. After discussion, it was moved by Mr. Marmande and seconded by Mr. Ellender to approve payment to COTS Technology, LLC in the amount of \$13,408.25 for April 2024.
 - f. After discussion, it was moved by Mr. Ellender and seconded by Mr. Marmande to approve payment to COTS Technology, LLC in the amount of \$3,968.95 for reimbursable travel to AUVSI. The motion carried.
 - g. After discussion, it was moved by Dr. Strickland and seconded by Mr. Alford to approve payment to The Picard Group in the amount of \$10,000.00 – April 2024. The motion carried.
 - h. After discussion, it was moved by Mr. Ellender and seconded by Mr. Alford to approve payment to Pelican State Partners, LLC in the amount of \$2000.00 – April 2024. The motion carried.
 - i. After discussion, it was moved by Mr. Celestin and seconded by Dr. Strickland to approve payment to The Padina Group in the amount of \$10,000.00 – March 2024. The motion carried.
 - j. After discussion, it was moved by Mr. Ellender and seconded by Mr. Marmande to approve payment, in the amount of \$3,266.97, to The Padina Group for reimbursable travel for the ICAO Meeting. The motion carried.
- 5) Update regarding establishment of Sustainable Aviation Fuel (SAF) Distributorship on the HTA. After discussion, it was moved by Mr. Ellender and seconded by Mr. Marmande to approve payment to All South Engineers, LLC for Invoice No. 7, in the amount of \$2,117.10. The motion carried.
- 6) Reconstruction of Taxiway Foxtrot. After discussion, it was moved by Dr. Strickland and seconded by Mr. Alford to approve payment to Providence Engineering and Environmental Group, LLC for Invoice No. 3346, in the amount of \$885.00. The motion carried.

- 7) West Ramp Reconstruction. After discussion, it was moved by Mr. Ellender and seconded by Mr. Celestin to approve payment to T. Baker Smith for Invoice No. 20241217, in the amount of \$21,257.91. The motion carried.
- 8) After discussion, it was moved by Mr. Alford and seconded by Mr. Marmande to refuse the offer to purchase improvements on Lease No. CM-1-08 in the amount of \$175,615.00. The motion carried. After discussion, it was moved by Mr. Alford and seconded by Mr. Marmande to sell improvements on Lease No. CM-1-08 to P3 Global Personnel, in the amount of \$175,615.00. After discussion, it was moved by Mr. Alford and seconded by Mr. Marmande to assign lease CM-1-08 to P3 Global Personnel, LLC. To conduct business as offshore safety. The motion carried.
- 9) The Chairman asked Mr. Alford to read the Resolution. Mr. Alford read the Resolution (*Attachment No. 1*). After discussion, it was moved by Dr. Strickland and seconded by Mr. Ellender to adopt a Resolution acknowledging the retirement and Induction into the Louisiana Aviation Hall of Fame of a Louisiana Aviation Icon, Charles Lindy “Charlie” Hammonds. The motion carried.
- 10) The Chairman asked Mr. Marmande to read the Resolution. Mr. Marmande read the Resolution (*Attachment No. 2*). After discussion, it was moved by Dr. Strickland and seconded by Mr. Ellender to adopt a Resolution acknowledging the induction into the Louisiana Aviation Hall of Fame of the Louisiana aviation celebrity John W. “Corkey” Fornof. The motion carried.
- 11) There being no further business to discuss, a motion was made by Dr. Strickland and seconded by Mr. Ellender to adjourn. The Chairman asked if anyone had comments. No comments were made. The motion carried.

Approved,

Carleton A. Casey
Chairman

Respectfully submitted,

Edward L. Marmande
Secretary-Treasurer