

MINUTES
OF THE
RED RIVER WATERWAY COMMISSION MEETING
DECEMBER 15, 2010
10:00 AM
COMMISSION HEADQUARTERS
NATCHITOCHEs, LOUISIANA

1. **CALL TO ORDER**

The meeting of the Red River Waterway Commission was called to order by Acting Chairman, Mr. Nicholas Verret, in the Board Room of the Red River Waterway Commission Office located in Natchitoches, Louisiana.

2. **ROLL CALL & INTRODUCTION OF GUESTS**

Roll was called and a quorum was present. Others in attendance were asked to identify themselves.

Present: Acting Chairman Nicholas Verret, Commissioner Doug Brown, Commissioner Wayne Davis, Commissioner David L. Crutchfield, II, Commissioner Paul Fleming, Commissioner Randell Fletcher, Commissioner Andrew J. Hodges, III, Commissioner James F. Maxey, Commissioner Alvin Owens, Commissioner Rogers M. Prestridge, Commissioner Michael Simpson.

Absent: Commissioner Marc Dupuy, Jr.

RRWC Staff Members Present: Mr. Ken Guidry - Executive Director, Mr. Randy Walters - Marketing Director, Mr. Mike Boydston - Operations & Maintenance Director, Mrs. Cathy Rushing - Executive Assistant, Mr. Colin Brown - Engineer Supervisor, Mr. Garland Brown - Real Estate Manager, Mr. Luke Pearson - Real Estate Manager, In-Training, Mr. Greg Upton - Legal Counsel.

Others Present: Mr. Rich Brontoli, Mr. Mike McQuillan, Mr. Rich Feibelman, Ms. Sharon J. Balfour, Mrs. Robin Cosenza

3. **APPROVAL OF REVISED AGENDA**

By motion of Commissioner Simpson, seconded by Commissioner Crutchfield, the agenda was revised and unanimously approved. Comments from the public were called for, however, none were offered.

4. **APPROVAL OF MINUTES**

By motion of Commissioner Hodges, seconded by Commissioner Crutchfield, the minutes of the November 17, 2010 meeting were unanimously approved.

5. **TREASURER'S REPORT**

By motion of Commissioner Simpson, seconded by Commissioner Fleming, the Expenditures, Financial Statements & Investment Reports for the month of November, 2010 were unanimously approved.

6. **COMMITTEE REPORTS**

a) **Contracts**

Approval of Change Order No. 7/Poland Recreation Area - By motion of Commissioner Prestridge, seconded by Commissioner Crutchfield, the Commission unanimously approved Change Order No. 7 for the Poland Recreation, for an increase in measured quantities of \$2,676.60 and a decrease amount of \$1,030.00 for the deletion of the requirement for as-built drawing resulting in a total increase amount of \$1,646.60 to the project.

Consideration of Janitorial Proposals

Office/Grand Ecore Recreation Area - By motion of Commissioner Prestridge, seconded by Commissioner Fletcher, the Commission unanimously approved award of the janitorial contract for the Commission office and the Grand Ecore Recreation Area to Mark Hamilton's Janitorial Service for a bid amount of \$13,200.00 annually plus a cost of \$0.35 per square foot for stripping and waxing the tile flooring in the Commission office.

Coushatta Recreation Area - By motion of Commissioner Prestridge, seconded by Commissioner Brown, the Commission unanimously approved award of the janitorial contract for the Coushatta Recreation Area to Green's Park Service for a bid amount of \$297.50 monthly.

b) **Land Management, Legal Affairs & Affirmative Action**

Authority to Readvertise Expiring Leases - By motion of Commissioner Owens, seconded by Commissioner Crutchfield, and unanimously approved, the staff was authorized to re-advertise for the leases expiring in 2011 and instructed to present the bid results to the Commission for approval.

Authority to Reappraise Expiring Leasebacks - By motion of Commissioner Hodges, seconded by Commissioner Crutchfield, and unanimously approved, the staff was authorized to request appraisals for those leasebacks expiring in 2011 and instructed to present the renewal requests and new appraisal results to the Commission for approval.

Approval of Amendment to Mitigation Agreement - By motion of Commissioner Prestridge, seconded by Commissioner Crutchfield, the Commission unanimously approved Amendment No. 2 of the Cooperative Agreement for Mitigation with the U. S. Army, Corps of Engineers.

Approval of CLECO Right-of-Way Agreement - Poland Recreation Area - By motion of Commissioner Owens, seconded by Commissioner Hodges, the Commission unanimously approved the CLECO right-of-way Agreement to provide utilities to the Poland Recreation Area.

Consideration of Request to Cancel Land Lease/Bijou Island - By motion of Commissioner Fletcher, seconded by Commissioner Crutchfield, the Commission unanimously agreed to layover action on this matter pending additional information acquired through negotiations between the staff and the lessee regarding the lessee's concerns of the leased property.

c) **Recreation**

Recreation Area Status Report - A prepared report was provided in the meeting packet. Mr. Mike Boydston highlight the following items:

- There were approximately 93,000 visitors to the recreational facilities in the District during the month of November, 2010.
 - The aquatic vegetation issues do not appear to be as bad as in previous years. He anticipates that the first hard freeze of the season will help to eradicate most of the growth that currently exists, however, staff is continuing to monitor that situation.
- d) **Ports** - Commissioner Fleming called upon Mr. Randy Walters for the following updates:
- It is anticipated that the Commission will disburse funds on December 20, 2010, to the Red River Parish Port with regard to the settlement agreement with Headwaters, Inc., once the signed documents are received.
 - The Alexandria Regional Port has submitted a project request to the Ports Priority Program for \$9,336,923 for 2011, with the Port investing \$1,617,692 of those construction costs for that project.
 - The RRWC is sponsoring a reception/dinner this evening for the Ports Association of Louisiana attendees at Papa's in Front Street in Natchitoches, Louisiana. Mr. Walters invited the Commissioners to attend, if possible.

e) **Public Awareness & Marketing**

Marketing Update - A prepared report was provided in the meeting packet. Commissioner Owens commented on the following:

- The Grand Opening event for the Forts Randolph/Buhlow State Historic Site held on November 18, 2010 was well attended.
- The BASSMASTERS Classic is being held in New Orleans, Louisiana in February, 2011.

f) **Personnel** - No report

g) **Revenue, Banking & Budget**

Approval of Policy on Non-Tax Revenue - By motion of Commissioner Davis, seconded by Commissioner Prestridge, the Commission unanimously approved the policy that all non-tax revenues received by the Commission be deposited into the Operations & Maintenance Funding Account and used for O & M purposes.

Approval of 2011 Budget - By motion of Commissioner Maxey, seconded by Commissioner Owens, the Commission unanimously approved the 2011 Budget as presented. The Executive Director was further instructed to present for approval, his recommendations for 0 - 3% staff salary increases for 2011 based upon merit with individual evaluation results on each employee.

Approval of 2010 Surplus Equipment List - By motion of Commissioner Maxey, seconded by Commissioner Crutchfield, the Commission unanimously approved the 2010 Surplus Equipment List with authorization to dispose of the items through the normal equipment disposal policy.

Approval of Fund Balance Revisions - By motion of Commissioner Maxey, seconded by Commissioner Owens, the Commission unanimously approved the revisions to the Fund Balance Report, thereby moving \$2,070,229.04 in unused funds out of the Reserved and Designated status and into the Unreserved and Undesignated status.

Approval of 2010 Audit Letter of Engagement - By motion of Commission Maxey, seconded by Commissioner Prestridge, the Commission unanimously approved the 2010 Audit Letter of Engagement for the 2010 audit year.

h) **Legislative** - -No report

7. **EXECUTIVE DIRECTOR'S REPORT** - Mr. Ken Guidry reported that the Frazier-Whitehorse Project has been deleted from the U. S. Army, Corps of Engineers Project list. He also took this opportunity to thank the Commissioners for their efforts with regard to the 2011 budget.

8. **STATUS OF RIGHTS-OF-WAY/ENGINEERING REPORT** - A prepared report was provided in the meeting packet. Mr. Colin Brown also noted the following:

- The Poland Recreation Area is nearing completion.
- Those projects currently underway are the Additional Amenities Projects, the Bishop Point Recreation Area Project, and the Red Bayou Irrigation Project.

9. **GENERAL COUNSEL REPORT** - None

10. **CORPS OF ENGINEERS REPORT** - Mr. Rich Feibelman reported on the following items currently underway by the COE:

- Advertisement bids for has been let for the Curtis Revetment Re-enforcement Project; Award is anticipated for March, 2011
- With the signing of Amendment No. 2 of the Mitigation Agreement, the COE will begin the process of acquiring the balance of the required signatures and determining the areas and levels of responsibility for acquisition and development.

11. **RED RIVER VALLEY ASSOCIATION** - Mr. Rich Brontoli reported on the following topics:

- Still no final votes regarding an OMNIBUS bill vs. Continuing Resolutions related to funding issues.
- Modernization of waterways does not appear to be considered top priority in the Obama Administration. There was some discussions regarding the use of earmarks and budget input and the possibility of revised strategy efforts relative to securing future funding needs.
- A meeting has been scheduled between the C.O.E. and the Coast Guard for December 16, 2010 at 1:00 PM at the DOTD office in Alexandria, Louisiana relative to navigation issues during and following the construction of the new O. K. Allen bridge in Alexandria. Mr. Guidry was requested to attend.
- The 2011 RRVA Annual Convention will be held February 23-25, 2011, at Sam's Town Convention Center in Shreveport, Louisiana.

12. **OTHER BUSINESS** - None

13. **COMMENTS FROM THE PUBLIC** - None

14. **RECESS**

At this time, by motion of Commissioner Owens, seconded by Commissioner Simpson, and unanimously approved, the meeting recessed for lunch and the Secretary/Treasurer was authorized to pay for the meals of the Commissioners and their guests out of the funds of the District.

15. ADJOURNMENT

The meeting reconvened immediately following lunch, however, there being no further business to conduct at this time, by motion of Commissioner Fletcher, seconded by Commissioner Owens, and unanimously approved, the meeting was adjourned.

JAMES F. MAXEY
SECRETARY/TREASURER

NICHOLAS F. VERRET, JR.
ACTING CHAIRMAN