

MINUTES
OF THE
RED RIVER WATERWAY COMMISSION MEETING
MARCH 25, 2015
10:00 AM
COMMISSION HEADQUARTERS
5941 HIGHWAY 1 BYPASS
NATCHITOCHEs, LOUISIANA

1. **CALL TO ORDER**

The meeting of the Red River Waterway Commission was called to order by Acting Chair, Mr. Jonathan Lachney, in the Board Room of the Red River Waterway Commission Office located at 5941 Highway 1 Bypass in Natchitoches, Louisiana.

2. **ROLL CALL, INTRODUCTION OF GUESTS, AND CALL FOR PUBLIC COMMENTS**

Roll was called and a quorum was present. Others in attendance were asked to identify themselves and offer any comments they may have regarding the agenda. However, no comments were offered.

Present: Acting Chair, Mr. Jonathan Lachney, Commissioner Doug Brown, Commissioner David L. Crutchfield, II, Commissioner Paul Fleming, Commissioner Randell Fletcher, Commissioner David Jones, Commissioner James F. Maxey, Commissioner Alvin Owens, Commissioner Larry K. Sayes, Commissioner Michael Simpson.

Absent: Commissioner Andrew J. Hodges, III, Commissioner Rogers M. Prestridge

RRWC Staff Members Present: Mr. Ken Guidry - Executive Director, Mr. Mike Boydston - Operations & Maintenance Director, Ms. Cathy Rushing - Executive Assistant, Mr. Colin Brown - Assistant Executive Director, Mr. Luke Pearson - Real Estate Manager, Mr. Ryan Ingles - Staff Engineer, Mr. Greg Upton - Legal Counsel.

Others Present: Bob Munson, Jessica Broadway

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 Jones, seconded by Commissioner Fletcher, the minutes of the February 18, 2015 meeting were unanimously approved.

5. **TREASURER'S REPORT**

By motion of Commissioner Crutchfield, seconded by Commissioner Simpson, the Expenditures, Financial Statements, Investment Reports, & Fund Balance Report for the month of February, 2015, were unanimously approved.

6. **COMMITTEE REPORTS**

a) **Contracts**

Consideration of Office Telephone Proposals - By motion of Commissioner Owens, seconded by Commissioner Crutchfield, the Commission unanimously approved award of the office telephone system upgrade to CP-tel providing the Avaya IP Office 500 system at a cost of \$13,110.00.

Authority to Award Design Contract/Teague Trails Extension-South - By motion of Commissioner Jones, seconded by Commissioner Brown and unanimously approved, staff was instructed to issue the design contract for the Teague Trails Extension South project to Aillet, Fenner Jolly & McClelland, Inc., but to hold off in issuing the Notice to Proceed for that project until other certain issues are resolved with the City of Bossier City, Bossier Parish, and the Interior.

Consideration of Construction Cost Alternative/Ft., Buhlow & Boyce Asphalt Rehab - There was no action taken on this matter at this time.

Consideration of Change Order No. 5/Shreveport Riverview Phase II/Time Extension - By motion of Commissioner Fletcher, seconded by Commissioner Jones, the Commission unanimously approved Change Order No. 5 of the Shreveport Riverview Phase II project to allow for a time extension of 31 days due to delays related to building location issues.

Consideration of Cancellation of Contract RRW-623-Red Oak Lake Mowing Contract & Approval of New Mowing Contract - By motion of Commissioner Crutchfield, seconded by Commissioner Sayes, and unanimously approved, the staff was instructed to cancel the existing RRW-623/Red Oak Lake Mowing Contract and issue a contract to J & J Specialty Lawn & Landscaping for \$500.00 per mowing cycle.

Authority to Proceed with Design of Pool 5 Levee Berm Repairs/Bossier Parish Levees - By motion of Commissioner Maxey, seconded by Commissioner Brown, and unanimously approved, the staff was authorized to proceed with the design phase of the Pool 5 Levee Berm Repairs in Bossier Parish, utilizing Coyle Engineering under their Continuing Services Contract, No. RRW-521.

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

Consideration of Request for Release of Servitude/St. Agnes Retention, Tract 16 - By motion of Commissioner Sayes, seconded by Commissioner Jones, the Commission unanimously approved the release of Servitude/St. Agnes Retention, Tract 16, pending Corps of Engineer's approval, for \$1,650.00 to Ms. Jamie Bennett.

Consideration of Request for Extension of Timber Deed Agrmts./Ft. Buhlow Recreation Area - By motion of Commissioner Sayes, seconded by Commissioner Owens, the Commission unanimously approved an extension of time to December 31, 2015, for the timber harvest contract with Walsh Timber Company, LLC, as a result of delays in harvesting due to construction of the Ft. Buhlow bridge and related interchanges on

Hwy. 165.

c) Recreation

Consideration of M.O.U. with V. A. Hospital/Stoner Avenue Recreation Area Parking Lot - By motion of Commissioner Brown, seconded by Commissioner Maxey, the Commission unanimously approved the Memorandum of Understanding with the V.A. Hospital regarding the temporary use by their employees of the parking lot at the Stoner Avenue Recreation Area.

Consideration of Recreation Area Temporary Use Agreement Policy - By motion of Commissioner Jones, seconded by Commissioner Crutchfield and unanimously approved, staff was authorized to issue Recreation Area Temporary Use Agreements as may be required, using their best judgement on behalf of the best interest of the Commission on a case by case basis, without delaying such agreements pending Commission approval.

Recreation Area Status Report - Mr. Mike Boydston highlighted the prepared report provided in the meeting packet, noting that there had been 206,000 visitors to the District recreation areas during the month of February, 2015. He also reported on the following:

- The College Series Bass Fishing Tournament was held recently at the Grand Ecore Recreation Area with the Northwestern State University team winning that tournament.
- All RRWC boat ramps on Red River are currently closed due to high river levels. It is anticipated that the ramps will remain closed through the end of March until the river level recedes and resulting clean-up measures and repairs are completed.

d) Ports - No report.

e) Public Awareness & Marketing

Marketing Update - A prepared report was provided in the meeting packet.

f) Personnel - No report.

g) Revenue, Banking & Budget

Announcement of Up-Coming 2015 Tax Millage Adoption/May 20, 2015 - At this time, Commissioner Crutchfield announced that the Red River Waterway Commission will be adopting its 2015 tax millage during its May 20, 2015 Commission meeting.

Approval of 2014 Audit Compliance Questionnaire - By motion of Commissioner Crutchfield, seconded by Commissioner Owens, the Commission unanimously approved the 2014 Audit Compliance Questionnaire and authorized the Secretary/Treasurer and Executive Director to sign same.

h) Legislative - No report.

7. **EXECUTIVE DIRECTOR'S REPORT** - Mr. Guidry reported that he has hired Mr. Warren Byrd as the Assistant Operations and Maintenance Director. Mr. Byrd will begin March 30, 2015.
8. **STATUS OF RIGHTS-OF-WAY/ENGINEERING REPORT** - Prepared reports were provided in the meeting packets.
9. **GENERAL COUNSEL REPORT** - No report
10. **CORPS OF ENGINEERS REPORT** - No report
11. **RED RIVER VALLEY ASSOCIATION** - In the absence of Mr Rich Brontoli, Mr. Guidry gave a brief update regarding their recent trip to Washington, D.C. to attend the National Waterways Conference and meet with Congressional delegates/aides regarding current COE funding issues/needs relative to the Red River Waterway Commission. Mr. Guidry urged the Commissioners to speak with the Congressional members of their respective districts regarding this matter as well as issues regarding the Federal Flood Risk Management Standard being authorized through Executive Order.
12. **OTHER BUSINESS** - None
13. **COMMENTS FROM THE PUBLIC** - At this time, Commissioner Simpson commended Mr. Guidry, Mr. Rich Brontoli, and those Commissioners and staff members who traveled to Washington, D.C., on their expertise and efficiency in dealing with Congressional members and their aides and delivering the message of the J. Bennett Johnston Waterway project.

Commissioner Owens took this opportunity to inquire of Mr. Jonathan Lachney of the Louisiana Department of Transportation and Development as to the status of proper signage for both the Ft. Randolph and the Ft. Buhlow Recreation Areas, once construction of the new bridge is complete. Mr. Lachney responded that he would check into that matter and report back to the Commission at a later date.

Commissioner Sayes commented on the up-coming event, "Easter on the Red River" to be held at the Ben Routh Recreation Area on Saturday, April 4, 2015 beginning at 11:00 am. He invited all to attend and enjoy this event.

14. ADJOURNMENT

There being no further business to conduct at this time, by motion of Commissioner Crutchfield, seconded by Commissioner Simpson, and unanimously approved, the meeting was adjourned.

JAMES F. MAXEY
SECRETARY/TREASURER
CHAIR

MURPHY J. LeDOUX, JR.
ACTING