

MINUTES
OF THE
RED RIVER WATERWAY COMMISSION MEETING
FEBRUARY 17, 2016
10:00 AM
COMMISSION HEADQUARTERS
NATCHITOCHES, LOUISIANA

1. **CALL TO ORDER**

The meeting of the Red River Waterway Commission was called to order by Chair Designee, Murphy J. LeDoux, Jr., in the Board Room of the Red River Waterway Commission Office located at 5941 Highway 1 By-Pass 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.

Ms. Katy Breaux reported on COE dredging activities. The dredge *Iowa* will start dredging at Lock 1-Upper today, February 17, 2016; the *Jadwin* is dredging at Lock 1-Lower and should be done by February 20, 2016; and the *Butcher* is dredging at Lock 2 under the direction of RRWC with completion anticipated by February 18, 2016. From there, they will be moving upriver. She also reported that they received funding under Construction General which includes mitigation.

Present: Chair Designee, Murphy J. LeDoux, Jr., Commissioner Doug Brown, Commissioner Paul Fleming, Commissioner Randell Fletcher, Commissioner Andrew J. Hodges, III, Commissioner David Jones, Commissioner Larry K. Sayes, Commissioner Michael Simpson

Absent: Commissioner David L. Crutchfield, II, Commissioner James F. Maxey, Commissioner Alvin Owens, 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. Warren Byrd - Assistant Operations & Maintenance Director, Mr. Greg Upton - Legal Counsel.

Others Present: Katy Breaux, Neil Martin, Paul Johnson, Jessica Broadway, Sharon J. Balfour, Chris Collins

3. **APPROVAL OF AGENDA**

By motion of Commissioner Fletcher, seconded by Commissioner Hodges, the agenda was unanimously approved. Comments from the public were called for, however, none were offered.

4. **APPROVAL OF MINUTES**

By motion of Commissioner Fleming, seconded by Commissioner Sayes, the minutes of the January 20, 2016 meeting were unanimously approved.

5. **TREASURER'S REPORT**

By motion of Commissioner Simpson, seconded by Commissioner Jones, the Financial Statement & Fund Balance Report for the month of December, 2015 were unanimously approved.

By motion of Commissioner Simpson, seconded by Commissioner Hodges, the Expenditures, Financial Statements, Investment Reports, & Fund Balance Report for the month of January, 2016 were unanimously approved.

6. **COMMITTEE REPORTS**

a) **Contracts**

Consideration of Mowing Proposals South Area - By motion of Commissioner Brown, seconded by Commissioner Jones, the Commission unanimously approved award of a three-year mowing contract for the Colfax Rv Park, Ft. Buhlow Recreation Area, Lock & Dam No 2 Boat Launch, Poland Boat Launch, Ben Routh Recreation Park, and Brouillette Boat Launch to Jeff's Lawn Service for a total of \$4,935.00 per mowing cycle.

Consideration of Mowing Proposals Central Area - By motion of Commissioner Brown, seconded by Commissioner Jones, the Commission unanimously approved award of a three-year mowing contract for the Coushatta Boat Launch, Red Oak Boat Launch, Grand Ecore Boat Launch, St. Maurice Boat Launch and the Montgomery Boat Launch to Jeff's Lawn Service for a total of \$1,635.00 per mowing cycle.

Consideration of General Maintenance Services Proposals - By motion of Commissioner Brown, seconded by Commissioner Jones, the Commission unanimously approved award of a General Services Contract to Cobra Oilfield Services and to Blount Brothers Construction with Cobra to be contacted first.

Consideration of Purchasing 2016 Vehicles under State Contract - By motion of Commissioner Brown, seconded by Commissioner Jones, the Commission unanimously approved authorization for the purchase of two 2016 ½ ton Dodge Ram 1500 trucks with crew cab and with 5'7" cargo box for a total of \$44,179.96 under Louisiana State Contract.

Consideration of Change Order No. 3-Ft. Buhlow/Boyce Asphalt Rehab Project - By motion of Commissioner Brown, seconded by Commissioner Sayes, the Commission unanimously approved Change Order No. 3/Ft. Buhlow-Boyce Asphalt Rehab Project for a time extension of 56 days due to weather related delays.

Consideration of Termination of Engineering Contract RRW-680/Teague-Stoner Dock Rehab Project - By motion of Commissioner Brown, seconded by Commissioner Hodges, the Commission unanimously approved termination of Contract RRW-680 with Coyle Engineering for the Teague-Stoner Dock Rehab Project.

Consideration of Award of Engineering Contract for Teague-Stoner Dock Rehab Project - By motion of Commissioner Brown, seconded by Commissioner Jones, the Commission unanimously approved award of an engineering contract with Aillet, Fenner, Jolly & McClelland for the Teague-Stoner Dock Rehab Project.

Consideration of Approval of Change Order No. 4/Ft. Buhlow/Boyce Asphalt Rehab Project - By motion of Commissioner Brown, seconded by Commissioner Fletcher, the Commission unanimously approved Change

Order No. 4-Ft. Buhlow-Boyce Asphalt Rehab Project for an additional \$9,185.00 to repair asphalt road damage caused by excessive use of the Ft. Buhlow high-water alternate access road during the rehab project of the main access road of that facility.

Consideration of Approval of Arborist Contract - By motion of Commissioner Brown, seconded by Commissioner Hodges, the Commission unanimously approved award of an Arborist contract to Bynog Tree Service to perform services on an as needed basis.

Consideration of Change Order No. 10/Shreveport Riverview Phase II/Revised Tent Structure Foundation - By motion of Commissioner Brown, seconded by Commissioner Simpson, the Commission unanimously approved Change Order No. 10/Shreveport Riverview Phase II/Revised Tent Structure Foundation for an increase of \$1,472.31 to provide additional helical piles for the tent structure foundation.

Consideration of Award of Dredging Contract & Authority to Initiate Dredging - By motion of Commissioner Brown, seconded by Commissioner Jones, the Commission unanimously approved award of a contract to Pine Bluff Sand & Gravel, Inc., and approved authority for staff to initiate channel dredging activities as may be required.

b) Land Management, Legal Affairs & Affirmative Action

Authority to Advertise for Public Bid Lease/Powhatan Realignment Island - By motion of Commissioner Sayes, seconded by Commissioner Simpson, the Commission unanimously approved authority to advertise for a bid lease at Powhatan Realignment Island with a minimum bid amount of \$16.00 per acre.

Authority to Advertise for Public Bid Lease/St. Maurice Realignment Island - By motion of Commissioner Sayes, seconded by Commissioner Hodges, the Commission unanimously approved authority to advertise for a bid lease at St. Maurice Realignment Island with a minimum bid amount of \$16.00 per acre.

Consideration of Request to Revise Lease Acreage/Grand Ecore Recreation Area - By motion of Commissioner Sayes, seconded by Commissioner Fletcher, the Commission unanimously approved a request to return 17.8 acres referred to as the Blue Hole at the Grand Ecore Recreation Area to the original lease agreement.

Consideration of Request for Land Use Permit Extension/Jensen Construction - By motion of Commissioner Sayes, seconded by Commissioner Brown, the Commission unanimously approved a three month extension to a land use permit for use as a lay-down yard by Jensen Construction during construction of the new Ft. Buhlow Bridge for an additional \$2,002.50 for the three month period.

Consideration of Approval of Mitigation Documents - By motion of Commissioner Sayes, seconded by Commissioner Fletcher, the Commission unanimously approved and authorized execution of mitigation documents including a Certification of Authority, to be signed by Legal Counsel, Greg Upton; a Certification Regarding Lobbying to be signed by Chair Designee Murphy J. LeDoux, Jr.; and a Self-Certification of Financial Capability to be signed by the Secretary/Treasurer, James F. Maxey.

c) Recreation

Recreation Area Status Report - Mr. Mike Boydston highlighted the prepared report provided in the meeting packet, noting that there had been 40,000 visitors to the District recreation areas during the month of January, 2016. Mr. Mike Boydston also gave a brief update regarding current operations and maintenance activities.

d) Ports - No report

e) Public Awareness & Marketing

Consideration of Shreveport-Bossier Sports Commission Funding Request - By motion of Commissioner Fletcher, seconded by Commissioner Brown, the Commission unanimously approved the funding request from the Shreveport-Bossier Sports Commission for up to \$100,000 with \$30,000 planned for previously requested events, \$50,000 planned for the 2016 Powerboat Nationals and \$20,000 planned for the BASSMASTER Team Championships. Staff was instructed to work with legal counsel to prepare a Cooperative Endeavor Agreement regarding this matter.

Consideration of Award of Public Awareness & Marketing Contract - By motion of Commissioner Fletcher, seconded by Commissioner Simpson, the Commission unanimously approved the award of a Public Awareness and Marketing contract with RGC Consulting, LLC.

Marketing Update - A prepared report was provided in the meeting packet. Mr. Ken Guidry took this opportunity to highlight the calendar of events as provided in the meeting packet.

f) Personnel - No report

g) Revenue, Banking & Budget

Approval of Audit Compliance Questionnaire - By motion of Commissioner Simpson, seconded by Commissioner Hodges, the Commission unanimously approved the 2015 Audit Compliance Questionnaire.

h) Legislative - No report

7. **EXECUTIVE DIRECTOR'S REPORT** - No report

8. **STATUS OF RIGHTS-OF-WAY/ENGINEERING REPORT** - Prepared reports were provided in the meeting packets. Mr. Colin Brown gave a brief status update regarding active projects.

9. **GENERAL COUNSEL REPORT** - No report

10. **CORPS OF ENGINEERS REPORT** - No further report.

11. **RED RIVER VALLEY ASSOCIATION** - No report

12. **OTHER BUSINESS** - None

13. **COMMENTS FROM THE PUBLIC** - Ms. Sharon Balfour from the office of LA DOTD in Baton Rouge stated that they are currently working through adjustments with the new administration.

14. **ADJOURNMENT**

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

JAMES F. MAXEY
SECRETARY/TREASURER

MURPHY J. LeDOUX, JR.
CHAIR DESIGNEE