

MINUTES
OF THE
RED RIVER WATERWAY COMMISSION MEETING
February 21, 2018
10:00 AM
COMMISSION HEADQUARTERS
NATCHITOCHE, 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**

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: Chair Designee, Murphy J. LeDoux, Jr., Commissioner Roy A. Burrell, Commissioner David L. Crutchfield, II, Commissioner Paul Fleming, Commissioner Charles R. Greer, Commissioner David Jones, Commissioner Ronald F. Lattier, Commissioner Larry K. Sayes, Commissioner Michael Simpson.

Absent: Commissioner Randell Fletcher and Commissioner James F. Maxey.

RRWC Staff Members Present: Mr. Colin Brown - Executive Director, Mr. Mike Boydston - Operations & Maintenance Director, Ms. Stephanie Bonnette - Executive Assistant, Mr. Luke Pearson - Real Estate Manager, Mr. Ryan Ingles - Engineering Supervisor, Mr. Eric Gilmore - Marketing Director, Mr. Greg Upton - Legal Counsel.

3. **INTRODUCTION OF GUESTS AND PUBLIC COMMENT PERIOD PURSUANT TO LRS 42:14**

Others Present: Charley Kingery of Wieland, Shreveport and Robin Cosenza of RGC Consulting, LLC, Pineville.

4. **APPROVAL OF AGENDA**

By motion of Commissioner Crutchfield, seconded by Commissioner Fleming, the revised agenda was unanimously approved, amending the agenda to include the following: Third line item to Revenue, Banking and Budget Committee Reports to read as follows: Consideration of Approval of 2017 Statewide Agreed Upon Procedures Engagement Letter. By motion of Commissioner Burrell, seconded by Commissioner Jones, the revised agenda was unanimously approved to include the following: Line item 13a, Other Business: Consideration of Approval of Committee Assignments/Ronald F. Lattier. Comments from the public were called for, however, none were offered.

5. **APPROVAL OF MINUTES**

By motion of Commissioner Greer, seconded by Commissioner Crutchfield, the minutes of the January 24, 2018 meeting were unanimously approved.

6. **TREASURER'S REPORT**

By motion of Commissioner Crutchfield, seconded by Commissioner Simpson, the Financials and Fund Balance Report for December 2017 and the Expenditures, Financial Statements, Investment Reports, & Fund Balance Report for the month of January 2018 were unanimously approved.

7. **COMMITTEE REPORTS**

a) **Contracts**

Consideration of Authority to Advertise for Proposals/Teague Parkway Trail Relocation/RRWC Project No. 17-02: By motion of Commissioner Greer, seconded by Commissioner Crutchfield, the Commission unanimously approved increasing the budget amount of the project to \$130,000.00 and authority for staff to advertise for proposals, bringing back to the committee for consideration.

Consideration of Authority to Advertise for Proposals/Ft. Buhlow Comfort Station Rehabilitation Project/RRWC Project No. 18-03: By motion of Commissioner Crutchfield, seconded by Commissioner Simpson, the Commission unanimously approved authorization of staff to advertise for proposals within the \$50,000.00 budgeted amount, bringing results back to committee for consideration.

Consideration of Authority to Purchase Vehicles through State Purchasing Contract: By motion of Commissioner Crutchfield, seconded by Commissioner Greer, the Commission unanimously approved the purchase of one 2018 Ram 1500 v-6 half ton truck for \$21,569.12 through the State Purchasing Contract.

Consideration of Funding Request/Red River Canoe: By motion of Commissioner Simpson, seconded by Commissioner Greer, the Commission unanimously approved the \$50,000.00 funding request contingent upon approval and execution of a Cooperative Endeavor Agreement with applicable parties.

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

Consideration of Temporary Use Agreement/Louisiana Department Wildlife Fisheries/Aquatic Research Center Facility/Lock and Dam 3: By motion of Commissioner Sayes, seconded by Commissioner Greer, the Commission unanimously approved a temporary use agreement with the Louisiana Department Wildlife Fisheries for the interim use of the Aquatic Research Center at Lock & Dam 3.

Consideration of Surplus Property Request/St. Maurice Cutoff/Tract 2/23.6 Acres: This line item was tabled. No action was taken.

c) **Recreation**

Recreation Area Status Report - Mr. Mike Boydston highlighted the prepared report provided in the meeting packet, noting that there had been 63,300 visitors to the District recreation areas during the month of January 2018. Updated maintenance items include, but not limited to:

- Procedures and practices in place for the Grand Ecore RV Park during any future hard freezes

d) **Ports - None**

e) **Public Awareness & Marketing - None**

Marketing Update - A prepared report was provided in the meeting packet. In addition, Marketing Director, Eric Gilmore discussed:

- Military rotation beginning Thursday, February 22, 2018 at CLRP.
- Press release on the LDWF/RRWC Fish releases on the Red River
- Press release on the Grand Ecore RV Park
- RRVA February 21-22, 2018

f) **Personnel - None**

g) **Revenue, Banking & Budget**

Consideration of Approval of 2017 Audit Engagement Letter: By motion of Commissioner Crutchfield, seconded by Commissioner Jones, the Commission unanimously approved the 2017 audit engagement letter with Carr, Riggs, & Ingram CPA's and the corresponding requested budget increase to \$24,000.00.

Consideration of Approval of 2017 Audit Compliance Questionnaire: By motion of Commissioner Crutchfield, seconded by Commissioner Simpson, the Commission unanimously approved the 2017 Louisiana Audit Compliance Questionnaire and the authorization of Secretary-Treasurer and Executive Director to execute document.

Consideration of Approval of 2017 Statewide Agreed Upon Procedures Engagement Letter: By motion of Commissioner Crutchfield, seconded by Commissioner Greer, the Commission unanimously approved the 2017 Statewide Agreed Upon Procedures Engagement Letter with Carr, Riggs, & Ingram CPA's and a corresponding budget increase of \$16,000.00.

h) **Legislative - None**

8. **EXECUTIVE DIRECTOR'S REPORT**

a) **Consideration of Approval of Resolution of Appreciation/Mickey Prestridge:** By motion of Commissioner Greer, seconded by Commissioner Crutchfield, the Commission unanimously approved the Resolution of Appreciation for Mickey Prestridge to be presented to Mr. Prestridge's wife, Kathryn.

- 2017 Audit work in progress.
- 2017 Audit group on-site March 12-16, 2018
- Red River Valley Association February 21-22, 2018

9. **STATUS OF RIGHTS-OF-WAY/ENGINEERING REPORT** - Prepared reports were provided in the meeting packets. In addition the following were mentioned:

- Stoner/Teague dock rehabilitation in-progress
- Boyce Recreation area: floating dock, provision to move dock to far side of boat ramp instead of the original site proposal due to barge traffic.
- Brouillette: Design in progress with preliminary plans due 90 days from February 15, 2018
- St. Maurice: Pipe delivered; rain delaying moving forward

10. **GENERAL COUNSEL REPORT** - None

11. **CORPS OF ENGINEERS REPORT** - None

12. **RED RIVER VALLEY ASSOCIATION** - Invitation to attend the RRVA, February 21-22, 2018

13. **OTHER BUSINESS**

Consideration of Approval of Committee Assignments/Ronald F. Lattier: By motion of Commissioner Jones, seconded by Commissioner Greer, the Commission unanimously placed Commissioner Lattier upon the Land Management and the Revenue, Banking & Budget Committees.

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

15. **ADJOURNMENT**

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


JAMES F. MAXEY
SECRETARY/TREASURER


MURPHY J. LeDOUX, JR.
CHAIR DESIGNEE