

MINUTES  
OF THE  
RED RIVER WATERWAY COMMISSION MEETING  
July 18, 2018  
10:00 AM  
COMMISSION HEADQUARTERS  
NATCHITOCHEs, LOUISIANA

1. **CALL TO ORDER**

The meeting of the Red River Waterway Commission was called to order by Vice Chairman, A. Paul Fleming, 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:** Commissioner Roy A. Burrell, Commissioner David L. Crutchfield, II, Commissioner Paul Fleming, Commissioner Randell Fletcher, Commissioner Charles R. Greer, Commissioner David Jones, Commissioner James F. Maxey, Commissioner Ronald F. Lattier, Commissioner Larry K. Sayes.

**Absent:** Chair Designee, Thomas M. Clark and Commissioner Michael Simpson.

**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 PERSUANT TO LRS 42:14**

**Others Present:** Mr. Rich Brontoli of the Red River Valley Association, Shreveport and Mr. Mark Jusselin of TRC Engineers, LLC, Shreveport.

4. **APPROVAL OF AGENDA**

By motion of Commissioner Jones, seconded by Commissioner Burrell, the revised agenda was unanimously approved. The revised agenda to include a second line item under the Public Awareness & Marketing Committee report to read as follows: Consideration of Approval of Out-of-State Travel. Comments from the public were called for, however, none were offered.

5. **APPROVAL OF MINUTES**

By motion of Commissioner Fletcher, seconded by Commissioner Jones, the minutes of the June 20, 2018 meeting were unanimously approved.

6. **TREASURER'S REPORT**

By motion of Commissioner Lattier, seconded by Commissioner Burrell, the Expenditures, Financial Statements, Investment Reports, & Fund Balance Report for the month of June 2018 were unanimously approved.

7. **COMMITTEE REPORTS**

a) **Contracts**

**Consideration of Approval of Sealed Bids for Sale of Tractor:** By motion of Commissioner Maxey, seconded by Commissioner Burrell, the Commission unanimously approved acceptance of the bid from Mr. James Durham in the amount of \$2,277.00 for the purchase of the damaged tractor.

**Consideration of Approval of Proposals for Ft. Buhlow Comfort Station Rehabilitation Project**

**No. 18-03:** By motion of Commissioner Maxey, seconded by Commissioner Lattier, the Commission unanimously approved the award of contract to Petron, LLC in the amount of \$39,453.97 for rehabilitation of comfort stations 1, 2, and 3.

**Consideration of Approval of Janitorial Proposals for Office Building and Grand Ecore Recreation Area/Cancellation of Contract No. RRW-717:**

By motion of Commissioner Maxey, seconded by Commissioner Lattier, the Commission unanimously approved the award of janitorial contract to Home Maids of Natchitoches in the amount of \$14,040 per year for the remainder of 2018 and to expire at the end of 2019 and approved the cancellation of contract number RRW-717.

**Consideration of Change Order No.3/Teague Parkway and Stoner Avenue Dock Rehabilitation/RRWC Project No. 15-06/Contract No. RRW-730:**

By motion of Commissioner Maxey, seconded by Commissioner Jones, the Commission unanimously approved Change Order No. 3, changing from Type A Slope Protection Erosion Control System to placement of Bermuda sod to the exposed slope area(s), at an increase in the contract price of \$15,000.00 and an increase of contract time by 28 days.

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

**Consideration of Approval of Cooperative Endeavor Agreement for Dredging:** By motion of Commissioner Sayes, seconded by Commissioner Burrell, the Commission unanimously approved a one-time dredging (with a cost of up to \$65,000.00) of the opening from the Red River to the oxbow adjacent to the Haven Subdivision with the stipulation that the Oxbow will be accessible to the public. Additionally, the Oxbow Dredging budget was increased from \$750,000.00 to \$1,000,000.00.

**Consideration of Request for Dredge Removal Agreement/Hadden Ft. DeRussey/Tract 4A-D:** By motion of Commissioner Sayes, seconded by Commissioner Lattier, the Commission unanimously approved a Cooperative Endeavor Agreement with the Haven Homeowners Associating authorizing the Dredge Removal Agreement with Mr. Smetak at a price of \$2.25 per cubic yard (payable to the Red River Waterway Commission) of material removed.

**Consideration of Request for Temporary Water Pump Site and Waterline Row/Bishop Point:** By motion of Commissioner Sayes, seconded by Commissioner Burrell, the Commission unanimously approved Chesapeake Energy's use of Commission-owned property (recreation area) for a "pump site" at a usage fee of \$20,000.00 and \$2.00 per linear foot for the estimated 3,000 feet of needed ROW along Bishop Point Road for the waterline, for a total payment of \$26,000.00.

c) **Recreation**

**Recreation Area Status Report** - Mr. Mike Boydston highlighted the prepared report provided in the meeting packet, noting that there had been 178,000 visitors to the District recreation areas during the month of June 2018. Updated maintenance items include, but not limited to:

- Diseased limb and tree removal at the Grand Ecore RV Park
- Alexandria Levee Park dock completed once metal strapping installed by week's end
- Teague Trail Relocation is complete and open

d) **Ports**

**Consideration of Approval of Cooperative Endeavor Agreement/Central Louisiana Regional Port/Staging Areas:** By motion of Commissioner Crutchfield, seconded by Commissioner Lattier, the Commission unanimously approved the Cooperative Endeavor Agreement with the Central Louisiana Regional Port in the amount of \$368,500.00 for the construction of two (2) staging areas on Port property. The Commission also approved a corresponding budget amendment in the amount of \$368,500.00

e) **Public Awareness & Marketing**

**Consideration of Approval of Out-of-State Travel:** By motion of Commissioner Fletcher, seconded by Commissioner Crutchfield, the Commission unanimously approved out-of-state travel by the necessary staff and Commissioners to attend: Forest Wood Cup, Lake Ouachita, Hot Springs, AR, August 09-12, 2018 and Inland Marine Port Manager/Executive program, Tulsa, OK, September 24-28, 2018.

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

- Navigation Conference was held June 27, 2018 at Red River Waterway Commission headquarters
- 50<sup>th</sup> Barge celebration with Nucore at Caddo/Bossier Port
- 30<sup>th</sup> Anniversary at Central Louisiana Regional Port
- National Waterways Conference in September
- Tennessee-Tombigbee Waterway Development Opportunities Conference in August
- Association of Levee Boards of Louisiana conference in December
- Mississippi Valley Flood Control Association conference in December

f) **Personnel** - None

g) **Revenue, Banking & Budget** - None

h) **Legislative** - None

8. **EXECUTIVE DIRECTOR'S REPORT**

- Washington, D.C. Congressional visitation September 23-27, 2018
- Oxbow dredging is moving closer to completion
- State mileage reimbursement increased to \$0.54 on July 01, 2018

9. **STATUS OF RIGHTS-OF-WAY/ENGINEERING REPORT** - Prepared reports were provided in the meeting packets.

- Stoner Avenue Dock Rehabilitation Project should see completion late August
- Boyce Recreation Area Dock Construction bid opening August 07, 2018
- Brouillette Recreation Area Ramp Widening bid opening August 07, 2018
- Teague Parkway Dock Rehabilitation Project - concrete dock poured July 17, 2018

10. **GENERAL COUNSEL REPORT** - None

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

12. **RED RIVER VALLEY ASSOCIATION**

- Monitoring water levels (and dredging needs) below Lock 1
- Ten (10) days left of Channel Dredging funding
- Dredging funds for Fiscal Year 2019
- Red River is in "good" shape
- Caddo Lake National Heritage Area
- There will be a thirty (30) day closure for maintenance of Lock 1 in 2019

13. **OTHER BUSINESS** - None

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

15. **EXECUTIVE SESSION**

By motion of Commissioner Crutchfield, seconded by Commissioner Jones and unanimously approved, the Commission entered into Executive Session to discuss the following matters:

a) **To Discuss Privileged Matters Under Louisiana Code of Evidence Article 506**

Immediately following Executive Session, by motion of Commissioner Burrell, seconded by Commissioner Lattier and unanimously approved, the Commission entered into Regular Session.

16. **ADJOURNMENT**

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

  
JAMES F. MAXEY  
SECRETARY/TREASURER

  
THOMAS M. CLARK  
CHAIR DESIGNEE