

**MINUTES
OF THE
RED RIVER WATERWAY COMMISSION MEETING
August 15, 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 Acting Chair, 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 Michael P. Deville, Commissioner Paul Fleming, Commissioner Randell Fletcher, Commissioner Charles R. Greer, Commissioner David Jones, Commissioner James F. Maxey, Commissioner Ronald F. Lattier, and 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 PURSUANT TO LRS 42:14

Others Present: None

4. APPROVAL OF AGENDA

By motion of Commissioner Jones, seconded by Commissioner Crutchfield, the revised agenda was unanimously approved. The revised agenda to include, in Other Business, the Assignment of Committee Appointment of Commissioner Michael P. Deville. Comments from the public were called for, however, none were offered.

5. APPROVAL OF MINUTES

By motion of Commissioner Burrell, seconded by Commissioner Greer, the minutes of the July 18, 2018 meeting were unanimously approved.

6. TREASURER'S REPORT

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

7. COMMITTEE REPORTS

a) Contracts

Consideration of Bids/RRWC Project No. 18-01/Contract No. RRW-739/Brouillette Recreation Area Ramp Widening Project: By motion of Commissioner Maxey, seconded by Commissioner Sayes, the Commission unanimously awarded bid to W. L. Bass Construction, Inc. in the amount of \$875,695.50 with inclusion of add alternate number 1 (access road and parking paving) and an increase in the corresponding budget of \$75,000.00.

Consideration of Bids/RRWC Project No. 18-02/Contract No. RRW-741/Boyce Recreation Area Dock Construction Project: By motion of Commissioner Maxey, seconded by Commissioner Greer, the Commission unanimously awarded bid to Testament Construction Services, LLC in the amount of \$1,144,631.60 with inclusion of add alternate number 1 (walking trail) and add alternate number 2 (playground) and an increase in the corresponding budget of \$345,000.00.

Consideration of Proposals/Fort Buhlow Seawall: By motion of Commissioner Maxey, seconded by Commissioner Lattier, the Commission unanimously approved proposal from Merrick, LLC for placement of riprap to the seawall to aid in stabilization at a cost of \$28,520 for 417 tons of riprap and an associated budget increase with a limit of up to \$40,000.00 in the event additional riprap is required.

b) Land Management, Legal Affairs & Affirmative Action

Consideration of Award of Public Bid Lease/Pool 3, Tract 78/79 Acres: By motion of Commissioner Sayes, seconded by Commissioner Maxey, the Commission unanimously awarded bid to William Beauboeuf for \$9,875.00 for the 5-year lease at a cost of \$25.00 per acre. The 5-year lease term will be from September 01, 2018 through August 31, 2023.

Consideration of Approval of Agreement/Coushatta Closure Repair: No action required

c) Recreation - No action

Recreation Area Status Report - Mr. Mike Boydston highlighted the prepared report provided in the meeting packet, noting that there had been 175,000 visitors to the District recreation areas during the month of July 2018. Updated maintenance items include, but not limited to:

- Pool 3 with signs of Giant Salvinia
- St. Maurice area oxbow and Saline Bayou with minimal signs of Giant Salvinia

d) Ports

Consideration of Amendment No. 1/Cooperative Endeavor Agreement/Central Louisiana Regional Port/Staging Areas: By motion of Commissioner Jones, seconded by Commissioner Crutchfield, the Commission unanimously approved amendment number 1 decreasing the staging area size from 82,000 square feet to 50,000 square feet at the previously approved budget cost of \$368,500.00.

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

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

- Update on River tonnage numbers and lock through with tonnage numbers
- Email service enacted for the Grand Ecore RV Park listing upcoming area activities and events.
- Good Sam's discount program to be put in place with the RV Parks
- Powerboat Nationals Race Labor Day weekend at Riverwalk, Shreveport, LA
- Forest Wood Cup Convention, Hot Springs, AR, August 09 - August 12, 2018

f) **Personnel - None**

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

h) **Legislative - None**

8. **EXECUTIVE DIRECTOR'S REPORT**

- Oxbow dredging should be completed within two to four weeks
- Recreation projects list to be presented at September 2018 Commission meeting
- Budgeting for the 2019 fiscal year to begin soon

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

- Stoner Dock Rehabilitation project to be completed for use by Labor Day weekend's Powerboat Nationals Race
- Brouillette and Boyce projects approved to proceed

10. **GENERAL COUNSEL REPORT - None**

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

12. **RED RIVER VALLEY ASSOCIATION**

- Inspection trip of dikes and revetments along Red River August 06 - August 10, 2018
- Lock 2 closure in fiscal year 2019
- Corps of Engineers is submitting request for supplemental funding

13. **OTHER BUSINESS**

Assignment of Committee Appointment/Commissioner Michael P. Deville - By motion of Commissioner Crutchfield, seconded by Commissioner Greer the Commission unanimously approved the appointment of Commissioner Deville to all committees associated with the Red River Waterway Commission.

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

14B. **EXECUTIVE SESSION**

By motion of Commissioner Greer, seconded by Commissioner Crutchfield and unanimously approved, the Commission entered into Executive Session to discuss privileged matters under Louisiana Code of Evidence Article 506.

Immediately following Executive Session, by motion of Commissioner Jones, seconded by Commissioner Lattier and unanimously approved, the Commission entered into Regular Session and added two items to the agenda: Consideration of Approval of Red River Waterway Commission Policies and Procedures and Consideration of Approval of the Red River Waterway Commission Ethics Policy.

14C. **Consideration of Approval of Red River Waterway Commission Policies and Procedures** - By motion of Commissioner Lattier, seconded by Commissioner Deville, the Commission unanimously approved the Red River Waterway Commission Policies and Procedures as presented.

14D. **Consideration of Approval of the Red River Waterway Commission Ethics Policy** - By motion of Commissioner Crutchfield, seconded by Commissioner Lattier, the Commission unanimously approved the Red River Waterway Commission Ethics Policy.

15. **ADJOURNMENT**

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

JAMES F. MAXEY
SECRETARY/TREASURER



THOMAS M. CLARK
CHAIR DESIGNEE