

**MINUTES
OF THE
RED RIVER WATERWAY COMMISSION MEETING
May 15, 2019
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 Chair, Commissioner 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 Charles R. Greer, Commissioner Ronald Lattier, Commissioner James F. Maxey, Commissioner Larry K. Sayes, Commissioner Michael Simpson.

Absent: Chair Designee, Thomas M. Clark, Commissioner Randell Fletcher, and Commissioner David Jones

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 Simpson, seconded by Commissioner Greer, the revised agenda was unanimously approved. The revised agenda to include item one under Recreation Committee to read as follows: Consideration of Grand Ecore Activity Center Improvements and item one under Revenue, Banking & Budget Committee to read as follows: Consideration of Increase of Investments/Reliant. Comments from the public were called for, however, none were offered.

5. APPROVAL OF MINUTES

By motion of Commissioner Greer, seconded by Commissioner Lattier, the minutes of the April 17, 2019 meeting were unanimously approved.

6. TREASURER'S REPORT

By motion of Commissioner Simpson, seconded by Commissioner Deville, the Expenditures, Financial Statements, Investment Reports, & Fund Balance Report for the month of April 2019 were unanimously approved.

7. COMMITTEE REPORTS

a) Contracts

Consideration of Cooperative Agreement and Budget Amendment/Natchitoches Parish/Tauzin Island Road: By motion of Commissioner Lattier, seconded by Commissioner Maxey, the Commission unanimously approved the cooperative agreement, along with a corresponding budget amendment of \$140,000.00, with Natchitoches Parish authorizing the Red River Waterway Commission to make any repairs or improvements to Tauzin Island Road to ensure adequate vehicle access to its facilities at the Grand Ecore Recreation Area and RV Park.

Consideration of Bids/RRWC Project No. 19-02/Contract No. RRW-751/Poland Recreation Area Access Road Rehabilitation: By motion of Commissioner Lattier, seconded by Commissioner Deville, the Commission unanimously approved award of bid to Gilchrist Construction Company, LLC in the amount of \$416,960.00 to hard surface the roadway from the intersection of Highway 457 to the intersection of the currently paved Red River Waterway Commission access road and also to the Corps of Engineers' facilities at Lock and Dam No. 2.

Consideration of Approval of Insurance Requirements for Marine and Dredging Contracts: By motion of Commissioner Lattier, seconded by Commissioner Greer, the Commission unanimously approved proceeding with the Red River Waterway Commission's insurance requirements as approved at the February 20, 2019 meeting, with the exception that only \$1,000,000.00 Protection and Indemnity coverage will be required (e.g. The additional P&I coverage under the umbrella policy was removed).

Consideration of Approval of Insurance Requirements for Chemical Spraying Contracts for Aquatic Vegetation: By motion of Commissioner Lattier, seconded by Commissioner Greer, the Commission unanimously approved the cancelling of current contracts and to rebid with the inclusion of a \$1,000,000.00 Protection and Indemnity coverage policy requirement.

Consideration of Proposals for the Teague Parkway and Stoner Avenue Recreation Areas Parking Lot Lighting Rehabilitation Project: By motion of Commissioner Lattier, seconded by Commissioner Simpson, the Commission unanimously approved award of bid to Stuart's Electrical Contracting, LLC in the amount of \$29,000.00 to convert and/or replace street lights, high mast fixtures and pavilion courtesy lights to LED.

Consideration of Ratification of Change Order No. 1/Ben Routh Comfort Station Rehabilitation Project/Exterior Door Replacement: By motion of Commissioner Lattier, seconded by Commissioner Sayes, the Commission unanimously approved ratification of Change Order No. 1 to replace exterior doors of the comfort stations at a cost of \$1,694.00 by contractor.

Consideration of Electronic Delivery of Commission Documents: By motion of Commissioner Lattier, seconded by Commissioner Deville, the Commission unanimously approved proceeding with BoardBook software provider for the electronic delivery of Commission documents and a corresponding budget amendment in the amount of \$10,000.00 for the purchase of the program and the necessary number of iPads.

Consideration of Dredge Contract/Crosby Dredging, LLC: By motion of Commissioner Lattier, seconded by Commissioner Crutchfield, the Commission unanimously approved authority to Executive Director, Colin Brown, to proceed with a contributory funding agreement with the Corps of Engineers as the primary option for dredging the Red River and to proceed with entering into contract with Crosby Dredging, LLC as a secondary option. The Commission also approved a corresponding budget amendment in the dredging line item of the budget to \$6,000,000.00.

b) Land Management, Legal Affairs & Affirmative Action

Consideration of Award of Leaseback Renewal/Pool 3 Tract 7 & Grappe Cutoff Phase II Tracts 2 & 3/53 Acres: By motion of Commissioner Sayes, seconded by Commissioner Lattier, the Commission unanimously approved award of 5-year leaseback renewal agreement with Dr. Robert Craig for \$3,975.00 (\$15.00 per acre) for the 5-year term.

Consideration of Award of Leaseback Renewal/Pool 3 Tract 75/10.5 Acres: By motion of Commissioner Sayes, seconded by Commissioner Lattier, the Commission unanimously approved award of 5-year leaseback renewal agreement with Mr. Roger Byone for \$562.50 (\$5.00 per acre) for the 5-year term.

Consideration of Award of Leaseback Renewal/Pool 5 Tract 67/40 Acres: By motion of Commissioner Sayes, seconded by Commissioner Lattier, the Commission unanimously approved award of 5-year leaseback renewal agreement with Mr. Fred Ratzburg for \$2,920.00 (a blended rate of \$14.60 per acre) for the 5-year term.

c) Recreation

Consideration of Grand Ecore Activity Center Improvements: By motion of Commissioner Greer, seconded by Commissioner Lattier, the Commission unanimously approved authority to staff for working with an architect in the design of a concrete pad cooking area with roof and roof extension beyond side door entry on the southwest side of the activity center. Staff to bring back an estimate and budget amendment.

Recreation Area Status Report - Mr. Mike Boydston highlighted the prepared report provided in the meeting packet, noting that there had been 100,000 visitors to the District recreation areas during the month of April 2019.

- Will work with various safety groups along Red River in open discussion of launch closure procedures/guidelines

d) Ports

Consideration of Funding Request/Caddo-Bossier Port/Land and Warehouse Expansion: By motion of Commissioner Lattier, seconded by Commissioner Greer, the Commission unanimously moved to take the funding request under advisement.

e) Public Awareness & Marketing

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

- Proposal submission to Premier Bass Fishing for tournament on Red River
- Attended Inland Rivers, Ports and Terminals annual conference held April 22-25 in Baton Rouge, LA
- Attended Gulf Ports Association of Americas held April 30-May 03 in Point Clear, AL
- International Trade Symposium, IFFCBANO to be held May 16-19 in Point Clear, AL
- Inland Marine Expo to be held May 20-22 in St. Louis, MO

f) Personnel - None

g) Revenue, Banking & Budget

Consideration of Increase of Investments/Reliant: By motion of Commissioner Crutchfield, seconded by Commissioner Lattier, the Commission unanimously approved the increase of funds to be invested with Reliant by an additional \$15,000,000.00.

h) Legislative - None

8. EXECUTIVE DIRECTOR'S REPORT

- Annual Tier 2.1 Financial Disclosure deadline is May 15, 2019
- 2018 Audit is in final stages. Audit exit conference will be upcoming followed with presentation of the audit at the June 2019 Commission meeting
- Continual conversations with Rich Brontoli of the Red River Valley Association and others regarding dredging
- Contributory funds process with the Corps of Engineers will move forward

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

10. GENERAL COUNSEL REPORT - None

11. CORPS OF ENGINEERS REPORT - None

12. RED RIVER VALLEY ASSOCIATION - None

13. OTHER BUSINESS - None

14. COMMENTS FROM THE PUBLIC - None

15. ADJOURNMENT

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

JAMES F. MAXEY
SECRETARY/TREASURER

THOMAS M. CLARK
CHAIR DESIGNEE