

**MINUTES
OF THE
RED RIVER WATERWAY COMMISSION MEETING
FEBRUARY 21, 2024
10:00 AM
RED RIVER WATERWAY COMMISSION
5941 HWY 1 BYPASS
NATCHITOCHE, LOUISIANA**

1. CALL TO ORDER

The meeting of the Red River Waterway Commission was called to order by Chair Designee, Troy Roussell, 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, Troy Roussell, Commissioner Versa Clark, Commissioner David L. Crutchfield, II, Commissioner Michael P. Deville, Commissioner Paul Fleming, Commissioner Jacques Goudeau, Commissioner David Jones, Commissioner Ronald Lattier, Commissioner James F. Maxey, Commissioner Kenneth Richardson, Commissioner Michael Simpson.

Absent: Commissioner Charles R. Greer

RRWC Staff Members Present: Mr. Colin Brown - Executive Director, Mr. Marcus Long - Operations & Maintenance Director, Ms. Stephanie Bonnette - Executive Assistant, Mr. Luke Pearson - Real Estate Manager, Mr. Kyle Smith - Engineering Supervisor, Mr. Brian Cespiva – Staff Engineer, Mr. Greg Upton - Legal Counsel.

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

Others Present: Ms. Katy Breaux with the US Army Corps of Engineers.

4. APPROVAL OF AGENDA

By motion of Commissioner Clark, seconded by Commissioner Richardson, the revised agenda was unanimously approved. The revised agenda to include a third item under Revenue, Banking & Budget Committee to read as follows: Consideration of Approval of Memorandum of Agreement for Contributed Funds for Dredging/Corps of Engineers. Comments from the public were called for, however, none were offered.

5. APPROVAL OF MINUTES

By motion of Commissioner Simpson, seconded by Commissioner Crutchfield, the minutes of the December 20, 2023 meeting were unanimously approved. No meeting was held in January due to inclement weather.

6. TREASURER'S REPORT

By motion of Commissioner Crutchfield, seconded by Commissioner Richardson, the Expenditures, Financial Statements, Investment Reports, & Fund Balance Report for the month of December 2023 and January 2024 were unanimously approved.

7. COMMITTEE REPORTS

a) Contracts

Consideration of Award of Design Contract/Brouillette Recreation Area Comfort Station and Playground Amenities/Project No. 24-01/Contract No RRW-827: By motion of Commissioner Clark, seconded by Commissioner Lattier, the Commission unanimously approved awarding the contract to Meyer, Meyer, LaCroix and Hixson, Inc. for design and administration of the project.

Consideration of Award of Design Contract/Seawall Rehabilitation/Red Oak and Bishop Point/Project No. 24-02/Contract No. RRW-829: By motion of Commissioner Clark, seconded by Commissioner Deville, the Commission unanimously approved awarding the contract to Civil Design Group, LLC for design and administration of the project.

Consideration of Authority to Increase Available Funds for Construction and Budget/Fort Buhlow Recreation Area Additional Amenities-2023/Project No. 23-01/Contract No. RRW-818: By motion of Commissioner Clark, seconded by Commissioner Richardson, the Commission unanimously approved tabling this item and no further action was taken.

b) Land Management, Legal Affairs & Affirmative Action

Consideration of Authority to Re-Advertise Public Bid Land Leases Expiring in 2024 and Early 2025: By motion of Commissioner Deville, seconded by Commissioner Crutchfield, the Commission unanimously approved granting authority to the staff to re-advertise the following properties for public bid lease: Hadden Ft. DeRussy; Wilson Realignment; Lock & Dam 2 Tract 3; Lock & Dam 3 Tract 14; and Hudson Cutoff.

Consideration of Authority to Re-Appraise Leasebacks Expiring in 2024: By motion of Commissioner Deville, seconded by Commissioner Clark, the Commission unanimously approved granting authority to the staff to re-appraise the following leaseback properties: Hadden Ft. DeRussy; Pool 5 Tract 67; Grappe Cutoff Phase II; and Pool 5 Tract 7.

Consideration of Request for Revisions to Right of Use Dredging Agreement/Pool 4 Tracts 18, 19 & 20 Segment A: By motion of Commissioner Deville, seconded by Commissioner Clark and with one abstention by Commissioner Simpson, the Commission approved the revised Right of Use Dredging agreement with Chesapeake Energy to reflect the option for an additional 5-year term for a total of 15 years.

Consideration of Award of Public Bid Land Lease/Pool 3 Tract 76 Segment A and Lock & Dam 3 Phase II Tract 2/59.5 Acres: By motion of Commissioner Deville, seconded by Commissioner Richardson, the Commission unanimously approved awarding the 5-year bid lease to Brandon Coutee for \$5,950.00 for the 5-year term from March 01, 2024 – February 28, 2029.

Consideration of Approval of Leaseback Renewal/Pool 5 Tract 4/60.3 Acres: By motion of Commissioner Deville, seconded by Commissioner Crutchfield, the Commission unanimously approved awarding the 5-year leaseback renewal agreement with Orlando G. Pipkin, III and Mary L. Pipkin Nicholas for \$4,522.50 for the 5-year term.

Consideration of Approval of Land Lease Extension/Once More Realignment/646 Acres: By motion of Commissioner Deville, seconded by Commissioner Clark, the Commission unanimously approved the request for the 5-year lease extension to Benjamin Elkins for a total of \$65,730.50 for the 5-year lease term.

Consideration of Request for Consent to Grant Security Interest in Pipeline Right-of-Way Agreement/Wilkerson Point Realignment/Tract 1: By motion of Commissioner Deville, seconded by Commissioner Richardson, the Commission unanimously approved the request from Alpine Silica, LLC for the Consent to Grant Security Interest in a pipeline right-of-way agreement.

Consideration of Renewal of Right-of-Way Permit/Red Oak Recreation Area: By motion of Commissioner Deville, seconded by Commissioner Simpson, the Commission unanimously approved the renewal of the 20-year utility Right-of-Way permit with Southwestern Electric Power Company (SWEPCO) for mutual benefits with no monetary consideration.

c) Recreation

Consideration of Approval of Cooperative Endeavor Agreement/KingKat Tournament: By motion of Commissioner Crutchfield, seconded by Commissioner Clark, the Commission unanimously approved the agreement to fund \$30,000 to the 2024 KingKat Signature Series Event to be held in Natchitoches, LA April 12-13, 2024.

Recreation Area Status Report – Mr. Marcus Long highlighted the prepared report provided in the meeting packet, noting that there had been 65,000 visitors to the District recreation areas during the month of January 2024 and re-capped 2023 maintenance and repair projects.

d) Ports

Consideration of Approval of Supplemental Agreement No. 1/Central Louisiana Regional Port/Facilities Expansion: By motion of Commissioner Jones, seconded by Commissioner Crutchfield, the Commission unanimously approved amending the cooperative endeavor agreement to allow the reallocation of the unspent funds totaling \$646,000.00 to the following key projects:

- Relocate overburden accumulated during the Cool Plant Project to build up the lower dock area at a cost of \$65,000.00
- Design and construct an additional hardstand adjacent to the newly constructed fabric warehouse at a cost of \$436,000.00
- Allocate approximately \$45,000.00 towards the installation of dual-gender restroom
- Remaining funds to be invested in the acquisition of a 14 acre tract of land adjacent to the port, currently owned by the City of Alexandria

Consideration of Approval of Memorandum of Understanding/Central Louisiana Regional Port/Beaver Lake Project: By motion of Commissioner Jones, seconded by Commissioner Crutchfield, the Commission unanimously approved the memorandum of understanding (MOU) regarding several tracts of property within Rapides Parish owned by the Red River Waterway Commission (RRWC) that fall within the legislative boundary of the Central Louisiana Regional Port (CLRP). The MOU outlines the conditions under which the property transfer to CLRP would occur and further states that the use of any property as part of an economic incentive package would be subject to the approval of the RRWC.

e) Public Awareness & Marketing

Consideration of Approval of 2024 Out-of-State Travel Calendar: By motion of Commissioner Clark, seconded by Commissioner Crutchfield, the Commission unanimously approved the 2024 out-of-state travel calendar.

Marketing Update – Executive Director, Colin Brown, advised the Commission of the following two event invitations:

- Red River Valley Association Convention February 21st and 22nd in Shreveport
- Caddo-Bossier Port Night February 27, 2024

f) Personnel - None

g) Revenue, Banking & Budget

Consideration of Approval of 2023 Surplus Inventory List: By motion of Commissioner Crutchfield, seconded by Commissioner Simpson, the Commission unanimously approved the provided list of items as declared surplus and authorized staff to dispose of properly.

Consideration of Approval of 2023 Audit Compliance Questionnaire: By motion of Commissioner Crutchfield, seconded by Commissioner Deville, the Commission unanimously approved the 2023 Louisiana Audit Compliance Questionnaire and authorized the Secretary-Treasurer and Executive Director to execute the document.

Consideration of Approval of Memorandum of Agreement for Contributed Funds for Dredging/Corps of Engineers: By motion of Commissioner Crutchfield, seconded by Commissioner Goudeau, the Commission unanimously approved the memorandum of agreement for \$3,010,000.00 and the corresponding budget amendment from \$1,500,000.00 to \$4,510,000.00.

h) Legislative – Special session (crime bill).

8. EXECUTIVE DIRECTOR'S REPORT

- Working with the audit firm, Payne, Moore & Herrington (PMH), on the 2023 audit.
- Reminder to Commissioners that they may receive a form from PMH for completion and submission back to the audit firm
- National Waterways Conference and Congressional visits scheduled for March 10-14, 2024

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

- Grand Ecore Additional Amenities project – walking trail completed, swimming pool and decking poured and in the curing phase, decorative fencing going in, maintenance building completed, fire pit build progression
- Alexandria Levee Park project – drainage and grading with sidewalk switchbacks
- Poland Floating Dock and Comfort Station project – completed

- Ft. Buhlow Recreation Area Additional Amenities project – under design. Presentation will be given at the March Commission meeting
- 12 Mile Bayou – preliminary plans have been received

10. **GENERAL COUNSEL REPORT** - None

11. **CORPS OF ENGINEERS REPORT**

- Awarded Alexandria Riverfront Dike project in November. Construction to proceed once water recedes
- Bank area opposite of the Riverfront Dike in the design phase
- Approach to Lock 2 – working with the engineering firm. Ship simulation model will take place at the end of May
- Awaiting budget approval
- 12' Channel Study –
- Southwest Arkansas – Navigation extension into Arkansas

12. **RED RIVER VALLEY ASSOCIATION** – Conference begins this evening, February 21st and continues through Thursday, February 22nd.

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 Crutchfield, seconded by Commissioner Deville, and unanimously approved, the meeting was adjourned.

JAMES F. MAXEY
SECRETARY/TREASURER

TROY ROUSSELL
CHAIR DESIGNEE