

MINUTES  
OF THE  
RED RIVER WATERWAY COMMISSION MEETING  
OCTOBER 18, 2023  
10:00 AM  
RED RIVER WATERWAY COMMISSION  
5941 HWY 1 BYPASS  
NATCHITOCHEs, LOUISIANA

1. **CALL TO ORDER**

The meeting of the Red River Waterway Commission was called to order by Assistant Secretary/Treasurer, Commissioner Michael Simpson, 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 Versa Clark, Commissioner Michael P. Deville, Commissioner Charles R. Greer, Commissioner Ronald Lattier, Commissioner Kenneth Richardson, Commissioner Michael Simpson.

**Absent:** Chair Designee, Troy Roussell, Commissioner David L. Crutchfield, II, Commissioner Paul Fleming, Commissioner Jacques Goudeau, Commissioner David Jones, and Commissioner James F. Maxey.

**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. Dustin Hayes – Marketing Director, Mr. Brian Cespiva – Staff Engineer, Mr. Greg Upton - Legal Counsel.

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

**Others Present:** Mr. Robert Vinet with KSA Engineers, LLC.

4. **APPROVAL OF AGENDA**

By motion of Commissioner Clark, seconded by Commissioner Lattier, the agenda was unanimously approved. Comments from the public were called for, however, none were offered.

5. **APPROVAL OF MINUTES**

By motion of Commissioner Lattier, seconded by Commissioner Deville, the minutes of the September 20, 2023 meeting were unanimously approved.

6. **TREASURER'S REPORT**

By motion of Commissioner Clark, seconded by Commissioner Lattier, the Expenditures, Financial Statements, Investment Reports, & Fund Balance Report for the month of September 2023 were unanimously approved.

7. **COMMITTEE REPORTS**

a) **Contracts**

**Consideration of Approval of Change Order No. 3/RRWC Project No. 21-08/Contract No. RRW-799/Grand Ecore Additional Amenities:** By motion of Commissioner Clark, seconded by Commissioner Lattier, the Commission unanimously approved the change order for the installation of three gates along the permanent fence surrounding the lease property that adjoins a section of the walking trail. The change order provides an increase in contract price in the amount of \$2,853.00.

**Consideration of Budget Amendment for Lock 2 Recreation Site – Seawall Repair/Merrick Construction, LLC/General Services and Maintenance Contract No. RRW-418:** By motion of Commissioner Clark, seconded by Commissioner Lattier, the Commission unanimously approved the budget amendment to the Lock 2 recreation site project for the necessary additional install of sheet piling and rock to ensure stability. This change order requires a budget amendment in the amount of \$27,542.16 increasing the project contract price to \$217,542.16.

**Consideration of Approval of 2024 Contracts List:** By motion of Commissioner Deville, seconded by Commissioner Lattier, the Commission unanimously approved in globo the 2024 Contracts List as presented.

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

**Consideration of Award of Public Bid Lease and Approval of Sublease/Lock & Dam 3/Tracts 1, 2 & 3/409 Acres Plus Improvements:** By motion of Commissioner Deville, seconded by Commissioner Clark, the Commission unanimously approved the award of lease to Stephen Van Sickle, Ken Hale, Keith Miller, and Tyler Murchison in the amount of \$182,920.00 for the 5-year term and approved the option to sublease 269 acres of pastureland to Brandon Strother.

c) **Recreation**

**Consideration of Revision of Grand Ecore RV Park Policy and Procedures:** By motion of Commissioner Greer, seconded by Commissioner Lattier, the Commission unanimously approved the following revisions to the Grand Ecore RV Park's policy/procedures:

- January 1-November 14 – 1-night, non-refundable deposit with cancellation
- November 15-December 31 – 3-night, non-refundable deposit with cancellation
- 11 month maximum time frame when booking reservations

**Fish Lake Recreation Area Master Plan Update:** A status update on the Fish Lake Master Plan and presentation was provided by Mr. Robert Vinet with KSA Engineers, LLC. No action was taken.

**Recreation Area Status Report** - Mr. Marcus Long highlighted the prepared report provided in the meeting packet, noting that there had been 155,000 visitors to the District recreation areas during the month of September 2023. Updated maintenance items include, but not limited to:

- Testament has completed all dredging
- Ft. Buhlow dock maintenance/repair work completed and dock reopened
- Ongoing routine maintenance

d) **Ports** - None

e) **Public Awareness & Marketing**

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

- Colfax RV Park reservation system, website and Facebook page updates are completed
- Ports Association of Louisiana reception and meeting to be held in Natchitoches on November 8<sup>th</sup> and 9<sup>th</sup>
- Association of Levee Boards of Louisiana Annual Meeting in New Orleans on December 6<sup>th</sup> and 7<sup>th</sup>
- Winter hat order being placed and should have in-house by the November Commission meeting

f) **Personnel** - None

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

h) **Legislative** - None

8. **EXECUTIVE DIRECTOR'S REPORT**

- Reminder to Commissioners of the annual training requirements and notice of an option for an instructor-led session prior to the November Commission meeting
- Commissioners will be receiving additional reminders via email of the annual requirements with the links. Deadline is December 31<sup>st</sup>
- Initial presentation of the 2024 budget will be on November 14<sup>th</sup>
- December's Commission meeting is currently scheduled for December 20<sup>th</sup>. Commissioners were asked to take the date under consideration and whether there is a need to amend the meeting date

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

- Poland Floating Dock and Comfort Station Project - Nearing completion.
- Grand Ecore RV Park Additional Amenities Project – Brick work for fire pit area to begin soon, slab work completed, walking trail completed including installation of permanent fence, workstation pads and equipment installed
- Lock 2 Seawall Rehabilitation Project – Completed
- Twelve Mile Bayou project – Boat ramp in design phase
- Fish Lake Master Plan update
- Ft. Buhlow – Revisions made to preliminary design to be presented at the November Commission meeting

10. **GENERAL COUNSEL REPORT** - None

11. **CORPS OF ENGINEERS REPORT** – The following was reported to the Commission:

- Alexandria Front Dike project – Bid opening November 15<sup>th</sup>
- Opposite of the Alexandria Front Dike revetment extension – in design phase
- Redesign stage of lower approach to Lock & Dam 2
- Lock & Dam 1 – a gate anchorage issue shutting down the lock. A temporary repair was made so that all tows could lock through. Prepping now for permanent repairs which potentially will cause a 5-6 week closure. All industry has been notified of this closure time-frame
- Corps of Engineers dredge is moving to Lock 1 this week to the dredge the approach

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

  
JAMES F. MAXEY  
SECRETARY/TREASURER

  
TROY ROUSSELL  
CHAIR DESIGNEE