

**MINUTES
OF THE
RED RIVER WATERWAY COMMISSION MEETING
DECEMBER 21, 2022
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 Chair Designee, Troy Rousell, 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 Rousell, Commissioner Versa Clark, Commissioner Michael P. Deville, Commissioner Randell Fletcher, Commissioner David Jones, Commissioner James F. Maxey, Commissioner Michael Simpson.

Absent: Commissioner David L. Crutchfield, II, Commissioner Paul Fleming, Commissioner Jacques Goudeau, Commissioner Charles R. Greer, Commissioner Ronald Lattier.

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 PERSUANT TO LRS 42:14

Others Present: None

4. APPROVAL OF AGENDA

By motion of Commissioner Simpson, seconded by Commissioner Jones, the amended agenda was unanimously approved. Amended agenda to include item 14B. Executive Session- Consideration of Request to Amend the September 08, 2022 Meeting Minutes of the Red River Waterway Commission and item 14C. Consideration of Request to Amend the September 08, 2022 Meeting Minutes of the Red River Waterway Commission. Comments from the public were called for, however, none were offered.

5. APPROVAL OF MINUTES

By motion of Commissioner Simpson, seconded by Commissioner Deville, the minutes of the November 16, 2022 and December 05, 2022 meetings were unanimously approved.

6. TREASURER'S REPORT

By motion of Commissioner Jones, seconded by Commissioner Clark, the Expenditures, Financial Statements, Investment Reports, & Fund Balance Report for the month of November 2022 were unanimously approved.

7. COMMITTEE REPORTS

a) Contracts

Consideration of Construction Bids/Poland Floating Dock and Comfort Station/Project No. 21-11/Contract No. RRW-806: By motion of Commissioner Clark, seconded by Commissioner Deville, the Commission unanimously approved award of bid to Tudor, Inc. (of Delaware) in the amount of \$1,347,793.00

Consideration of Award of Design Contract/Fort Buhlow Recreation Area Additional Amenities-2023/Project No. 23-01/Contract No. RRW-818: By motion of Commissioner Clark, seconded by Commissioner Jones, the Commission unanimously approved award of design contract and administration of the project to Pan American Engineers, LLC.

Consideration of Award of Design Contract/Twelve Mile Bayou Boat Ramp and Access Road/Project No. 23-02/Contract No. RRW-820: By motion of Commissioner Clark, seconded by Commissioner Deville, the Commission unanimously approved award of design contract and administration of the project to Civil Design Group, LLC.

Consideration of Contract Renewal/Contract No. RRW-655/Red River Specialties, Inc.: By motion of Commissioner Clark, seconded by Commissioner Simpson, the Commission unanimously approved renewal of the contract with Red River Specialties, Inc. for three years at the revised rates for aerial spraying on an as needed basis.

b) Land Management, Legal Affairs & Affirmative Action

Consideration of Approval of Purchase of 437.57 Acres of Land for Mitigation: By motion of Commissioner Deville, seconded by Commissioner Jones, the Commission unanimously approved the deeds and the purchase of the 434.847 acre tract from Hall-Williams, LLC for the appraised value of \$6,500.00 per acre for a total purchase price of \$2,826,505.50 and 2.725 acres from Harlan David Lawler for a purchase price of \$45,000.00.

Consideration of Request for Perpetual Servitude for Waterline Right-of-Way/Pool 5/Tracts 24, 25 & 26/3.955 Acres: By motion of Commissioner Deville, seconded by Commissioner Clark, the Commission unanimously approved the request from the Caddo-Bossier Port Commission for a 3.955 acre Perpetual Servitude for a waterline right of way through Commission owned property in Bossier Parish for the \$600.00 compensation offer.

c) Recreation

Recreation Area Status Report – Mr. Marcus Long highlighted the prepared report provided in the meeting packet, noting that there had been 85,000 visitors to the District recreation areas during the month of November 2022. Updated maintenance items include, but not limited to:

- Ft. Buhlow Recreation Area Project – finalizing the tree planting (85 trees)
- Headquarters recarpeting is underway
- Closing comfort stations for winterizing ahead of the freezing weather conditions
- Potential need to dredge in North Caddo area

d) Ports – None

e) Public Awareness & Marketing - None

f) Personnel – None

g) Revenue, Banking & Budget

Consideration of Authority to Un-Reserve/Un-designate Remaining Project Funds: By motion of Commissioner Simpson, seconded by Commissioner Deville, the Commission unanimously approved un-reserving/un-designating the following completed projects with remaining funds for a total of \$324,761.37:

- Teague Trails Extension Project (2020 Request) - \$212,280.39
- Red Oak, Bishop Point, Natchitoches Recreation Areas-Comfort Station Project - \$57,014.18
- Texas Street Bridge Lighting Project - \$55,466.80

Consideration of Approval of Audit Engagement Letters: By motion of Commissioner Clark, seconded by Commissioner Deville, the Commission unanimously approved the 2022 Audit Engagement Letter and 2022 Statewide Agreed Upon Procedure Audit Engagement Letter with Payne, Moore & Herrington.

Consideration of Approval of 2023 Budget: By motion of Commissioner Simpson, seconded by Commissioner Jones, the Commission unanimously approved/adopted the 2023 Budget as presented and the Resolution was read aloud:

RESOLUTION FOR ADOPTION OF THE 2023 BUDGET FOR THE RED RIVER WATERWAY COMMISSION

WHEREAS, the Red River Waterway Commission has appointed Executive Director, Colin Brown, to prepare and submit a proposed budget to said governing body; and

WHEREAS, Executive Director, Colin Brown, has submitted a proposed budget for Fiscal Year 2023, beginning January 1, 2023 and ending December 31, 2023, to this governing body on December 21, 2022, for its consideration, and;

WHEREAS, upon due and proper notice, published and posted in accordance with the law, said proposed budget was open for inspection by the public at a designated place, a public hearing was held on December 21, 2022, and interested taxpayers were given the opportunity to inspect and comment as to said proposed budget, and;

WHEREAS, the budget remains in balance, as required by law.

NOW, THEREFORE, BE IT RESOLVED BY THE Red River Waterway Commission of the State of Louisiana:

Section 1. That the budget as submitted, amended, and summarized by fund, hereby is approved and adopted as the budget of the Red River Waterway Commission for the year stated above.

Section 2. That the budget hereby approved and adopted shall be signed by the Secretary/Treasurer and Executive Director.

ADOPTED, this _____ day of _____, 20____ after vote of the Red River Waterway Commission.

h) Legislative - None

8. EXECUTIVE DIRECTOR'S REPORT

- Dredge is below Lock & Dam 1 and should be completed December 21, 2022
- The Mississippi River and the Red River have risen, but no need for dredging as of now
- The Corps of Engineers has received some 2023 dredging funds. The Corps still retains \$809,502.69 in contributory funding from the Commission
- Natchitoches Parish Port annual event to be held January 17, 2023 beginning at 7 p.m. at the Natchitoches Event Center
- Wishes for a Merry Christmas and Happy New Year

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

- Inclement weather conditions are hampering progress with the Grand Ecore Additional Amenities Project
- Alexandria Levee Park Project is slowly moving toward completion
- Warranty items with Testament Construction are being addressed with the Teague Trails Extension project
- Warranty item with Womack Construction being addressed with the Red Oak Comfort Station Project

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

14B. EXECUTIVE SESSION

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

Consideration of Request to Amend the September 08, 2022 Meeting Minutes of the Red River Waterway Commission.

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

14C. Consideration of Request to Amend the September 08, 2022 Meeting Minutes of the Red River Waterway Commission. By motion of Commissioner Maxey, seconded by Commissioner Simpson, the Commission unanimously approved affirmation of the September 08, 2022 meeting minutes as they were written and approved.

15. ADJOURNMENT

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


JAMES F. MAXEY
SECRETARY/TREASURER


TROY ROUSSELL
CHAIR DESIGNEE