**MINUTES OF NOVEMBER 16, 2023 REGULAR MEETING**

**Board of Commissioners of**

**Bayou D’Arbonne Lake Watershed District**

Union Parish Courthouse Annex

303 East Water Street

Farmerville, LA 71241

6:30 p.m.

1. Roll Call – Terry Morris called the meeting to order at 6:30 p.m. Commission members present were Terry Morris, Richard Royal, Steve Cagle, and Steve Adams. Ken Myers and Todd DeMoss were absent. Bill Carter and Neal DeForest were also present.
2. Invocation/Pledge of Allegiance – Richard Royal led the invocation and Steve Cagle led the Pledge of Allegiance.
3. Public Comment Registration – One person signed up for public comment.

D. Agenda Approval – Richard Royal asked that Agenda Item F.4. be revised to read as *Adopt 2024 Budget*. Motion was made by Richard Royal and seconded by Steve Cagle to approve the November 2023 Regular Meeting Agenda with the revision of Item F.4. to read as Adopt 2024 Budget. The motion passed unanimously.

E. Approval of Minutes – Motion was made by Steve Adams and seconded by Steve Cagle to approve the minutes of October 2023 meeting. The motion passed unanimously.

F. Financial Reports/Budget/Audit:

1. Approve October 2023 Bank Account Summary – Motion was made by Richard Royal and seconded by Steve Cagle to approve the October 2023 Bank Account Summary. The motion passed unanimously.
2. Approve October 2023 Bank Statement Reconciliation - Motion was made by Richard Royal and seconded by Steve Cagle to approve the October 2023 Bank Statement Reconciliation. The motion passed unanimously.
3. Approve October 2023 Financial Report – Motion was made by Richard Royal and seconded by Steve Cagle to approve the October 2023 Financial Report. The motion passed unanimously.
4. Adopt 2024 Budget – Richard Royal stated that he emailed all of the Commissioners the draft budget and asked for questions or comments. Motion was made by Richard Royal and seconded by Steve Cagle to adopt the 2024 Budget. The motion passed unanimously.

G. Old and New Business:

1. Boat Launch Areas - General Maintenance / Improvements – Terry Morris stated that the roadbed on Highway 33 Ramp Road will be repaired soon.
2. Boat Launch Fees - Status - Richard Royal said that to date for 2023, $52,906.48 has been collected in daily launch fees and permit sales.
3. Fish Stocking Program – Terry Morris said that he has spoken again with a representative of the American Sport Fish Hatchery in Montgomery, Alabama and also discussed the fish stocking with Ryan Daniel. Mr. Daniel has recommended the F1 tiger bass for the lake based on popularity with the bass fishermen. Mr. Morris said that he told the representative from the hatchery that the Commission has a budget of $20,000 but could have more in the future and the representative said that the hatchery will have the fish ready in March or April of 2024.
4. Ryan Willis Project No Opposition Request – Bill Carter said that Ryan Willis provided the Commission with the documentation requested by the Commission which included drawings prepared by Mike Duty, a Professional Land Surveyor and those were forwarded to the Commission’s Engineer, Neal DeForest for review. Mr. DeForest was asked to discuss his findings.

Mr. DeForest reported that based on his review, the drawings indicate that the pipe will provide optimum clearance for watercraft of approximately 5 feet at pool stage.

There was a discussion among the Commission members and Mr. Willis about any deviation from the drawings and Mr. DeForest stated that those things will be picked up in the as-built drawings and that there are too many variables to predict prior to the construction.

Bill Carter stated that an Agreement between the Commission and Ryan Willis has been prepared and summarized the terms which included the following:

1. Willis shall install the Pipe and Infrastructure in accordance with the Duty Drawings.
2. Willis shall provide “as-built” drawings by Duty after installation of the Pipe and Infrastructure is complete.
3. Willis shall maintain the Pipe and Infrastructure in accordance with the Duty Drawings and/or the As-Built Drawings.
4. Willis shall install and maintain signage on both sides of the Pipe and Infrastructure advising of risks involved in operating a watercraft through the same.
5. Willis will indemnify and hold harmless the District from any liability for injury to persons or damage to property arising from or related to the installation or use of the Pipe and Infrastructure.
6. The obligations of Willis under the Agreement will remain in place if Willis conveys the Property to a third party.
7. Any rights granted to or in favor of Willis are not assignable except with the prior express written consent of the District.
8. Willis agrees not to construct or develop any structures on the Property other than a single-family residence for Willis’ sole personal use.
9. The Agreement shall become effective when signed by the District and Willis.

A copy of the Agreement had been previously provided to the Commissioners and to Ryan Willis.

Motion was made by Steve Adams and seconded by Richard Royal to enter into an Agreement with Ryan Willis as prepared by Bill Carter and authorize the President to execute the Agreement. The motion passed unanimously.

1. Act 393 of 2023 Compliance – Bill Carter stated that Act 393 of the 2023 Legislative Session amended the Louisiana Open Meetings Law to require public bodies such as the Watershed District and Board of Commissioners to accommodate members of the public with a disability recognized by the Americans with Disabilities Act (“ADA”) so that those members of the public can participate during open public meetings through teleconference or video conference. He said that the person with the ADA-recognized disability would have to fill out a form to determine if they meet the criteria and upon verification, the person could participate in the meeting by teleconference or video conference. Mr. Carter provided the procedures to the Commission members for Act 393 of 2023 compliance.

Motion was made by Richard Royal and seconded by Steve Adams to adopt the procedures for Act 393 of 2023 compliance. The motion passed unanimously.

1. Request to Use Ramp Road by Union Parish Chamber of Commerce for New Year’s Fireworks Display - Richard Royal said that as in the past, the Chamber of Commerce would like to do a New Year’s Eve fireworks display using Ramp Road.

Motion was made by Richard Royal and seconded by Steve Cagle to authorize an agreement with the Chamber of Commerce to allow the use of the Ramp Road area for a New Year’s Eve fireworks display from 11:00 p.m. December 30, 2023 to 11:00 p.m. December 31, 2023. The motion passed unanimously.

1. Reminders: (a) Louisiana Annual Ethics Training (Due December 31), and (b) Annual Financial Disclosure (Due May 15) – Terry reminded everyone about the Ethics training and Financial Disclosure filing.

H. Public Comment – Larry Reeves inquired about the latest information on the Mega Ramp and Richard Royal indicated that it is a Town of Farmerville project, and he should direct his inquiries to the Town.

Mr. Reeves also commented on the Tiger bass asking the Commission if they would be identifiable as to which Terry Morris said no because they are a cross breed between Florida bass and native bass.

1. Adjourn - A motion to adjourn was made by Richard Royal and seconded by Steve Cagle. The motion passed unanimously and the meeting adjourned.