

**MINUTES
OF THE
RED RIVER WATERWAY COMMISSION MEETING
NOVEMBER 20, 2019
10:00 AM
COMMISSION HEADQUARTERS
NATCHITOCHEES, 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 Roy A. Burrell, Commissioner David L. Crutchfield, II, Commissioner Michael P. Deville, Commissioner Randell Fletcher, Commissioner Charles R. Greer, Commissioner David Jones, Commissioner Ronald Lattier, Commissioner Larry K. Sayes, Commissioner Michael Simpson.

Absent: Commissioner Paul Fleming and Commissioner James F. Maxey

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 & PUBLIC COMMENT PERIOD PURSUANT TO LRS 42:14

Others Present: Mr. Rich Brontoli of the Red River Valley Association; Ms. Katy Breaux of the Corps of Engineers, Vicksburg; Mr. Neil Martin of Terral River Service who then took the opportunity to thank the Commission for its assistance in developing and promoting the Red River; Chris Martin and Dana Takach with Basic Matrix and Ms. Kathryn Haley.

4. APPROVAL OF AGENDA

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

5. APPROVAL OF MINUTES

By motion of Commissioner Crutchfield, seconded by Commissioner Jones, the minutes of the October 16, 2019 meeting were unanimously approved.

6. TREASURER'S REPORT

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

7. COMMITTEE REPORTS

a) **Contracts**

1. Consideration of Approval of Contract No. RRW-418/Merrick Construction Company/Revised

Equipment Rates: By motion of Commissioner Lattier, seconded by Commissioner Greer, the Commission unanimously approved a 3-year contract with Merrick Construction Company based on the revised equipment rates as presented.

2. Consideration of Approval of Bids/RRWC Project No. 19-12/Grand Ecore RV Park Activity: Center

Addition-Bid Opening November 14, 2019: By motion of Commissioner Lattier, seconded by Commissioner Burrell, the Commission unanimously approved award of bid to Skip Converse in the amount of \$44,317.00 and a corresponding budget amendment from \$45,000.00 to \$55,000.00.

3. Consideration of Approval of Change Order No. 2/Time Extension/Contract No. RRW-772/Martin

Metal Construction/Office Building Repairs: By motion of Commissioner Lattier, seconded by Commissioner Burrell, the Commission unanimously approved Change Order No. 2 for the addition of 15 days to the contract time for the office building work and assessed \$2,100.00 for stipulated damages of \$100.00 per day for 21 days.

4. Consideration of Entrance Gate Proposals/Ft. Buhlow Recreation Area/RRWC Project No. 19-08:

By motion of Commissioner Lattier, seconded by Commissioner Deville, the Commission unanimously approved award of bid to Spytech Security in the amount of \$19,900.00.

5. Consideration of Termination of Contract No. RRW-747 and Consideration of Proposals Accepted

November 18, 2019/Office Building and Grand Ecore Comfort Station Janitorial Services: By motion of Commissioner Lattier, seconded by Commissioner Burrell, the Commission unanimously approved the termination of Contract No. RRW-747 with Bridgeway Building Services and authorized staff to seek additional proposals.

6. **Consideration of Request for Name Change/BMWJIT Services, LLC/IT Consulting**: By motion of Commissioner Lattier, seconded by Commissioner Crutchfield, the Commission unanimously approved the change in contract name from Weaver Independent Contracting, LLC to BMWJIT Services, LLC.

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

1. **Consideration of Request for Leaseback/Pool 4/Tract 12A & 13/27Acres**: By motion of Commissioner Sayes, seconded by Commissioner Simpson, the Commission unanimously approved award of 5-year leaseback renewal agreement with Mr. Lysander (Sandy) Webb for \$1,620.00 (\$12.00 per acre) for the 5-year term.
2. **Consideration of Approval of Right-of-Way Agreement Renewal/Grand Ecore Recreation Area/0.34 Acres**: By motion of Commissioner Sayes, seconded by Commissioner Greer, the Commission unanimously approved award of 5-year Right-of-Way agreement renewal to Stantec Consulting, LLC and DCP Blake Lake Holdings, LP in the amount of \$7,480.00 for the 5-year term.

c) **Recreation**

1. **Recreation Area Status Report** - Mr. Mike Boydston 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 October 2019. Updated maintenance items include, but not limited to:
 - Remaining areas for dredging include: Upper portion of Pool 4; minimal portions of Pool 5 and a couple of areas in Pool 1

d) **Ports**

1. **Consideration of Funding Request-Approval of Cooperative Endeavor Agreement-Avoyelles Parish Port Commission/Land Acquisition**: By motion of Commissioner Jones, seconded by Commissioner Burrell, the Commission unanimously approved the Cooperative Endeavor Agreement with Avoyelles Parish Port to fund the Port \$420,000.00 for the acquisition of 70 acres of waterfront property that is adjacent to current Port property.

e) **Public Awareness & Marketing**

1. **Marketing Update**

A prepared report was provided in the meeting packet. In addition a presentation was made by Basic Matrix, application designer for the Red River Waterway Commission's newly developed mobile app.

f) **Personnel** - None

- g) **Revenue, Banking & Budget** – The Committee met to review and discuss the proposed 2020 budget of the Red River Waterway Commission. An additional Committee meeting was scheduled for Monday, November 25, 2019 at 6:00 pm for discussion of salary portions of the 2020 budget. The final proposed budget will be presented at the December 18, 2019 regular monthly Commission meeting.

h) **Legislative** - None

8. **EXECUTIVE DIRECTOR'S REPORT** – Reminder of the Levee Board and Flood Control meetings to be held in New Orleans December 3-7, 2019.

9. **STATUS OF RIGHTS-OF-WAY/ENGINEERING REPORT**

Prepared reports were provided in the meeting packet. In addition, Engineering Supervisor, Ryan Ingles, discussed the following:

- Boyce Recreation Area and Dock Construction Project has attained substantial completion with projected completion January 1, 2020
- Brouillette Ramp Widening Project – asphalt overlay to begin week of November 25, 2019
- Coushatta Recreation Area and Dock Project – a temporary dock has been constructed in order to do the concrete dock build
- Tauzin Island Road Rehabilitation Project – road patching, asphalt overlaying and ditch improvements completed

10. **GENERAL COUNSEL REPORT** - None

11. **CORPS OF ENGINEERS REPORT** – Ms. Katy Breaux of the Corps of Engineers of Vicksburg provided the Commission with the following updates:

- Completion of Coushatta Closure
- No dredging funds in FY 20 President's Budget
- Some dredging funds to be received through supplemental packet
- Repairs along the embankment at the Grand Ecore Visitor Center

12. **RED RIVER VALLEY ASSOCIATION** – Mr. Rich Brontoli of the Red River Valley Association provided the Commission with the following updates:

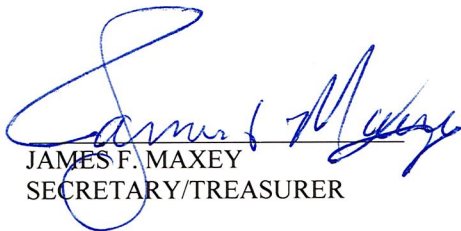
- Navigation updates ongoing over the last three to four months
- Navigation is in good shape up to Shreveport
- Arkansas Navigation feasibility study is resuming

13. **OTHER BUSINESS** - None

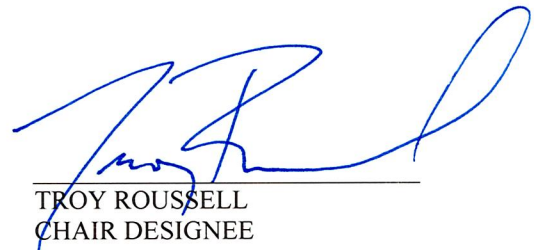
14. **COMMENTS FROM THE PUBLIC** - None

15. **ADJOURNMENT**

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



JAMES F. MAXEY
SECRETARY/TREASURER



TROY ROUSSELL
CHAIR DESIGNEE