

MINUTES
OF THE
RED RIVER WATERWAY COMMISSION MEETING
DECEMBER 15, 2021
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 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 Randell Fletcher, Commissioner Ronald Lattier, Commissioner James F. Maxey, Commissioner Michael Simpson.

Absent: Commissioner Michael P. Deville, Commissioner Paul Fleming, Commissioner Jacques Goudeau, Commissioner Charles R. Greer, and Commissioner David Jones.

RRWC Staff Members Present: Mr. Colin Brown - Executive Director, Ms. Stephanie Bonnette - Executive Assistant, Mr. Luke Pearson - Real Estate Manager, Mr. Ryan Ingles - Engineering Supervisor, Mr. Eric Gilmore - Marketing Director, 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: Mr. Ben Russo, Executive Director of the Central Louisiana Regional Port.

4. **APPROVAL OF AGENDA**

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

5. **APPROVAL OF MINUTES**

By motion of Commissioner Fletcher, seconded by Commissioner Crutchfield, the minutes of the November 17, 2021 meeting were unanimously approved.

6. **TREASURER'S REPORT**

By motion of Commissioner Lattier, seconded by Commissioner Clark, the Expenditures, Financial Statements, Investment Reports, & Fund Balance Report for the month of November 2021 were unanimously approved.

7. **COMMITTEE REPORTS**

a) **Contracts**

Consideration of Authority to Award Design Contract/Poland Floating Dock and Comfort Station/RRWC Project No. 21-11/Contract No. RRW-805: By motion of Commissioner Lattier, seconded by Commissioner Crutchfield, the Commission unanimously approved award of contract for design and administration of the project to Meyer, Meyer, Lacroix and Hixson.

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

Consideration of Award of Public Bid Land Lease/Pool 4/Tract 2/394 Acres: By motion of Commissioner Lattier, seconded by Commissioner Simpson, the Commission unanimously approved award of land lease to C&J Livestock, LLC, to further be assigned to Charles D. Garrett Cattle Account, LLC, in the amount of \$103,917.50 (\$52.75 per acre) for the 5-year lease term.

Consideration of Award of Public Bid for Sale of Greenhouses: By motion of Commissioner Crutchfield, seconded by Commissioner Lattier, the Commission unanimously approved award of the sale of the three greenhouses to Ed Sylvester Farms, LLC for \$1,806.00.

c) **Recreation**

Recreation Area Status Report – Mr. Ryan Ingles highlighted the prepared report provided in the meeting packet, noting that there had been 90,000 visitors to the District recreation areas during the month of November 2021. Updated maintenance items include, but not limited to:

- Annual Turkey Trot run took place at the Stoner Avenue recreation area with approximately 1500 participants
- Fort Buhlow recreation area was the event site for a non-profit group fundraising for special needs children and had approximately 200 in attendance
- Currently painting handrails and re-stripping parking lots while weather conditions allow

d) **Ports - None**

e) **Public Awareness & Marketing**

Marketing Update - A prepared report was provided in the meeting packet. In addition, Marketing Director, Eric Gilmore discussed:

- Attended the Ports Association of Louisiana in December and reported back that there is a lot of movement with the infrastructure bill
- The State has asked that Ports supply a “needs” list for 2022
- Presenting a listing of 2022 out-of-state travel and conferences at the January 2022 Commission meeting

f) **Personnel - None**

g) **Revenue, Banking & Budget**

Consideration of Approval of 2021 Surplus Equipment List/Authority to Dispose of Items: By motion of Commissioner Crutchfield, seconded by Commissioner Simpson, the Commission unanimously approved the list of items to be surplus and authorized staff to dispose of said items according to State law.

Consideration of Authority to Unreserve-Undesignate Remaining Project Funds: By motion of Commissioner Crutchfield, seconded by Commissioner Maxey, the Commission unanimously approved unreserving-undesignating the remaining project funds of \$213,076.25 still held for the fully completed Coushatta Boat Dock Replacement project.

Consideration of Approval of 2021 Audit and 2021 Statewide Agreed Upon Procedures Audit Engagement Letters: By motion of Commissioner Crutchfield, seconded by Commissioner Clark, the Commission unanimously approved the 2021 Audit engagement letter and 2021 Statewide Agreed Upon Procedures engagement letter with the firm of Payne, Moore & Herrington.

Consideration of Approval of 2022 Budget: By motion of Commissioner Crutchfield, seconded by Commissioner Lattier, the Commission unanimously approved the Red River Waterway Commission 2022 proposed budget and the Resolution for Adoption of the 2022 Budget for the Red River Waterway Commission. Commissioner Crutchfield read the resolution aloud as follows:

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 2022, beginning January 1, 2022 and ending December 31, 2022, to this governing body on December 15, 2021, 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 15, 2021, 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 15th day of December, 2021 after roll call vote of the Red River Waterway Commission.

Additionally, the Commission unanimously approved reserving an additional \$5,000,000.00 for dredging of the Red River.

h) Legislative - None

8. EXECUTIVE DIRECTOR'S REPORT

- Reminder to Commissioners of annual training requirements deadline of December 31
- Request for any reimbursable expenses be submitted as soon as possible
- Words of appreciation to Commissioner's in approving the 2022 budget

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

- Teague Trails Extension – finished pouring concrete for trail path. Project is approximately two thirds completed.
- Comfort Stations project – notice to proceed to contractor January 17, 2022.
- Poland Floating Dock and Comfort Station project – notice to proceed will go out to engineer now that award of design contract has been approved by the Commission.
- Texas Street Bridge Lighting project still projected for completion by year end.
- Alexandria Levee Park project – continued work on foundation. Awaiting band shell.

10. GENERAL COUNSEL REPORT - None

11. CORPS OF ENGINEERS REPORT - None

12. RED RIVER VALLEY ASSOCIATION - The following updates were provided to the Commission:

- A few navigation issues below Lock 1. Working with Corps of Engineers to alleviate those.
- Work with the Corps of Engineers for Work Plan monies
- Navigation is open on Red River
- Corps of Engineers has \$500,000.00 remaining of Commission approved contributed funds available for dredging

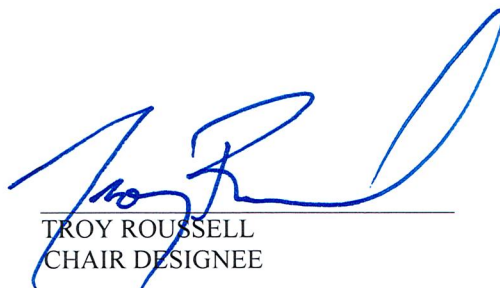
13. OTHER BUSINESS - None

14. COMMENTS FROM THE PUBLIC - None

15. ADJOURNMENT

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


JAMES F. MAXEY
SECRETARY/TREASURER


TROY ROUSSELL
CHAIR DESIGNEE