

ENGINEERING DIRECTIVES AND STANDARDS

Volume	Chapter	Section	Directive Number	Effective Date
IV	1	1	12	6/9/2014

SUBJECT: REGULATIONS FOR OPENING A RESERVOIR WATER CONTROL DEVICE OR STRUCTURE

1. **PURPOSE:** The purpose of this directive is to establish a uniform policy for the opening of Water Control Structure at a Department maintained reservoir to draw down the water level.
2. **BACKGROUND:** Act 270 of 1984 authorized the Department of Transportation and Development to assume responsibility for the operation and maintenance of some 19 reservoir embankments and control structures throughout Louisiana.
3. **SCOPE:** This directive establishes policy and procedure for opening reservoir gates to lower the water level of the lake. This EDSM does not apply to opening of the Lake D'Arbonne Dam Tainter Gates for flood control.

The reservoir gates are designed for management of the water level for the maintenance of the reservoir spillway, dam and embankment; and for the management of aquatic weeds; inland fresh water fish species; maintenance of the surrounding shoreline, water bottom, or for recreational and park operations, or other lake management activities.

The reservoir gates are generally not designed to control excessive flood waters or to allow for reverse flow into the reservoir/lake.

4. POLICY AND PROCEDURE:

- A. **RESPONSIBILITY:** The Department of Transportation and Development is responsible for the maintenance and operation of reservoir embankments and control structures to maintain their integrity and to prevent any breach or damage to the existing facility. The Department of Transportation and Development is not responsible for lake management.
- B. **POLICY:** Lake Openings and draw down will only be authorized by the Department of Transportation and Development Chief Engineer.
- C. **PROCEDURE:**
 - (1) Any request for opening a lake for the management of aquatic weeds; inland fresh water fish species; shoreline maintenance; maintenance of the surrounding shoreline, water bottom, or for recreational and park operations, or other lake management activities must be forwarded to the Department's Chief Engineer in writing from the Department of Wildlife and Fisheries. Oral requests will not be accepted. The letter from Wildlife and Fisheries shall indicate the date on which they require opening and the rate of draw down that they will desire for wildlife or lake management purposes.
 - a. The Chief Engineer or her designated Representative will notify the appropriate District Administrator who will ensure the opening of the facility at the appropriate time.
 - (2) Whenever the Chief Engineer determines that conditions exist which may present a hazard to public safety or welfare; or to maintain the reservoir in the construction, modification, operation, or maintenance of a dam, he will order the reservoir to be drawn down and notify the appropriate District Administrator who will ensure the opening of the reservoir gates.
 - (3) The commission or political subdivision under whose authority reservoir is established may request, in writing, that the Department of Transportation and Development open the gates for relief from flooding conditions.

- a. The Chief Engineer, or her designated representative, will notify the political subdivision that the gates are not designed for flood control. The political subdivision making such request must indemnify the department from any and all liability resulting from opening the gates for flooding conditions. The political subdivision shall provide an indemnification for such openings on an annual basis for the reservoir under their jurisdiction prior to an actual flooding event not later than the end of the first week of the beginning of the State's fiscal year. Provided written indemnification is received, the Chief Engineer may agree to the request to open the gate for flooding conditions
- b. The Chief Engineer or her designated representative will notify the appropriate District Administrator who will ensure the opening of the facility after receiving the request from the local political subdivision.
- c. Any commission or political subdivision that has entered into a lake management plan and is requesting that reservoir gates be opened, must provide written concurrence from any downstream reservoir or body of water commission/political subdivision indicating that board's/entity's agreement to open the reservoir gates.

5. OTHER ISSUANCES AFFECTED: This directive supersedes EDSM No. IV.1.1.12 issued January 16, 2014. All directives, memoranda or instructions issued heretofore in conflict with this directive are hereby rescinded.

6. EFFECTIVE DATE: This directive will become effective immediately upon receipt.

JANICE P. WILLIAMS, P.E.
CHIEF ENGINEER

R. KIRK GALLIEN, P. E., P.T. O. E.
DEPUTY ASSISTANT SECRETARY, OPERATIONS

MEETING OF THE BOARD OF DIRECTORS OF
(insert name of board or commission here)

DATE:

A meeting of the Board of Directors of (insert name of board or commission here) was held on the _____ day of _____, 20____. Present at this meeting were:

_____	_____
_____	_____
_____	_____
_____	_____

A resolution was passed requesting that the insert name of dam structure here be opened for the purpose of attempting to control excessive flood waters. It is understood and agreed that the (insert name of board or commission here) agrees to indemnify and hold harmless the State of Louisiana and Louisiana Department of Transportation and Development for opening (insert name of dam structure here) for flood control purposes. The (insert name of board or commission here) does hereby agree and resolve that this indemnification includes any and all costs to repair any damage done to the structure resulting from using this structure as a flood control device. Further, the board does hereby agree and resolve that this indemnification and hold harmless shall extend to any damage done to the person or property of a third party that could result from using this structure as a flood control device. The (insert name of Board or commission here) does further agree and resolve that it shall have no claim against the State of Louisiana or the Louisiana Department of Transportation and Development for damage to property belonging to (insert name of board or commission here)

Secretary and/or Chairman