

**THE SAN PATRICIO COUNTY
NAVIGATION DISTRICT NO. ONE
P.O. BOX 904
426 RANSOM ISLAND DR.
ARANSAS PASS TX 78335
Phone 361-758-1890**

The San Patricio County Navigation District No. 1 held a regular meeting on January 10, 2017 at 1:30 p.m. located Harbor West Office Building, 426 Ransom Island Drive, Aransas Pass, Texas 78336.

Commissioners Jay Attaway, Richard Palmietto, and Hector Rios, and Attorney Allen Lawrence were present.

Commissioner Attaway called the meeting to order.

Commissioner Rios made the motion to accept the minutes of the regular meeting held on December 13, 2016. Commissioner Palmietto seconded the motion which passed unanimously.

Commissioner Rios moved to accept the treasurer's report for the month of December 2016. Commissioner Palmietto seconded the motion. Commissioners voted aye unanimously.

Commissioner Rios moved to accept the 2017 budget which can be amended at any time. Commissioner Palmietto seconded the motion. Commissioners voted aye unanimously.

Commissioners Rios moved to table the transferring of windstorm insurance policy to Weston Insurance Company until further information could be obtained for the next meeting in February. Commissioner Palmietto seconded it and the motion carried.

Commissioners Rios moved to accept the bid proposal from Durham Electric & A/C for \$2,500.00 to change out fluorescent lighting and bulbs to LED bulbs for the fish cleaning station and the office building. Commissioner Palmietto seconded it and the motion carried.

Commissioner Rios moved to accept Mr. Martinez's construction bid of \$43,785.75 for the restroom/shower facility to be built on the SPND property. No payments are to be made until inspections from the engineer and city are made complete. Each payment will be made in phases such as Week one: Concrete \$6,500.00, Labor \$1,625.00, Plans & Permits \$1,000.00, Plumbing \$3,300.00 and the total is \$12,425.00 pending engineer and city inspection. Week 2: Framing \$2,812.00, Labor \$3,500.00, and the total is \$6,312.00 pending engineer and city inspection. Week 3: Siding and Roofing \$2,800.00, Labor \$3,000.00, and the total is \$5,800 pending engineer and city inspection. Week 4: Electrical \$2,400.00, Shower \$1,000.00, Labor \$1,200.00, and the total is \$4,600.00 pending engineer and city inspection. Week 5: Sheet Rock \$1,200.00, Labor \$5,500.00, and the total is \$7,700.00 pending engineer and city inspection. Week 6: Painting and Electrical \$1,748.75, Labor \$ 0.00, pending engineer and city inspection. The grand total \$43,785.75. Commissioner Palmietto seconded it. The Commissioners voted aye unanimously.

Commissioner Rios moved to make a simple employee handbook for the San Patricio County Navigation District #1. Commissioner Palmietto seconded it the motion carried.

No action was taken on agenda item number 9. There is no modifying to slips by the customer. The customer must ask to make changes and it's up to the board to give permission for any changes to be done at the navigation district.

No action was taken on agenda item number 10. James was told by Commissioner Attaway to do some research on who he might want to consider to open and close the restrooms with some cleaning on the weekends on a part-time basis.

Harbor Managers report: James reported that he changed a light bulb over at the pavilion. He has been working on the fishing pier handrails for each pier. O-10 had the waterline break which he fixed the leak. F4 repairs on the boards that were rotted which the slip owner did without permission.

Tenant's comments: Concerns from Robert Graves A11 on the lighting in the A section and comments were made on the increase in rent and maintenance fee were voiced. Commissioner Attaway said to get an estimate on getting the lighting fixed in the A section. The Commissioners were given a copy of boat slip A32 Kirk Kendrick's email addressing his concerns over the recent rent increase and the additional maintenance fee compared to our competitors. Mr. Kendrick was

wondering where the money is being spent on maintenance when there is always debris floating around his slip.

Tenant's accounts receivables: Refer to SPND Billing A/R Aging Summary B-03 John Austin's boat to be chained due to lack of payment on 4th quarter rent and 1st quarter rent in 2017.

C-08 Charlie Westmoreland was indicted by the grand jury in December.

Bills were approved for payment.

The meeting was recessed to executive session and came back out of executive session to be reconvened to the regular meeting. The action taken on personnel matters were as follows Commissioner Rios moved to make sure our future Harbor Manager James Hale is put on all expenditure accounts, sick leave, any extras we gave Joe except for vacations. James gets 1 week of vacation at the end of one year and 2 weeks of vacation at the end of two years. Commissioner Palmietto seconded the motion which passed unanimously. Commissioner Rios moved to have a portion of the park named after Joe Narvaez and to give a little party. It was included that Joe Narvaez could have the signage located on the outside office building which Wayne Pruitt had made for Joe. Commissioner Palmietto seconded it and the motion carried.

The meeting adjourned.

Secretary, _____

