

A Regular Meeting of the San Patricio County Navigation District No. 1 (SPCND#1) was held on Tuesday, November 14, 2017 in the Harbor West Office Building, 426 Ransom Island Drive, Aransas Pass, Texas 78336. A notice of the meeting was posted 72 hours in advance in accordance with Section 551, Texas Government Code. Chairman J.M. Attaway, Commissioner Richard Palmietto, Secretary Hector Rios and Attorney Allen Lawrence were present. Also present were County Commissioner Precinct #4 Howard Gillespie, Harbor Manager James Hale and Interim Office Manager Yvonne Stonebraker.

1. **CALL MEETING TO ORDER.**

Chairman Attaway called the meeting to order at 1:33 P.M.

2. **CONSIDER AND ACT ON MINUTES OF OCTOBER 10, 2017 REGULAR MEETING AND OCTOBER 31, 2017 SPECIAL MEETING.**

Secretary Rios made a motion to approve the minutes of October 10, 2017 Regular Meeting and October 31, 2017 Special Meeting. Commissioner Palmietto seconded the motion and the motion carried unanimously.

3. **CONSIDER AND ACT ON TREASURER'S REPORT FOR OCTOBER 2017.**

Secretary Rios made a motion to approve the Treasurer's Report for October 2017. Commissioner Palmietto seconded the motion and the motion carried unanimously.

4. **CONSIDER AND ACT ON REIMBURSEMENT OF SLIP RENTAL PAYMENT OF \$581.33 TO MR. THOMAS MORSE-SLIP D-09, DUE TO HURRICANE HARVEY DEMOLISHING HIS VESSEL.**

Secretary Rios made a motion to approve the amended amount of \$607.37 for reimbursement of slip rental payment to Mr. Thomas Morse – Slip D-09, due to Hurricane Harvey demolishing his vessel. (Original amount of \$581.33 did not include prorated amount from August 26, 2017 to September 30, 2017). Commissioner Palmietto seconded the motion and the motion carried unanimously.

5. **CONSIDER AND ACT ON AWARDING EMERGENCY BIDS FOR REPAIRS OF THE SAN PATRICIO COUNTY NAVIGATION DISTRICT #1, DUE TO HURRICANE HARVEY (AUGUST 25, 2017).**

a. **DOCK REPAIR/REPLACE**

Secretary Rios stated there were 2 bids received for dock repair: Smart Docks, Aransas Pass, TX with an hourly rate of \$175.00 plus cost of crew and material with a four month start date; Dock Express, Fulton, TX \$28,875.00 with a start date of one month. He stated he had reached out to a third company for bid, Faden Builders, Mount Dora, Florida, but the company had to decline due to Florida being damaged by Hurricane Irma.

Chairman Attaway made a motion to award emergency dock repair bid to Dock Express - \$28,875.00 with the condition of Dock Express picking up two storage boxes in the harbor. Secretary Rios seconded the motion and the motion carried unanimously.

b. **SIGN REPLACEMENT**

Secretary Rios stated three bids for sign replacement was received. BeAed, Corpus Christi, TX - \$5,169.01; Fast Signs, Corpus Christi, TX - \$5,140.53; and, The Little Sign Shop, Rockport, TX, who submitted a price list only.

Secretary Rios made a motion to award sign replacement to BeAed for \$5,169.01. Chairman Attaway seconded the motion and the motion carried unanimously.

6. CONSIDER AND ACT ON HARBOR MANAGER'S REPORT.

Harbor Manager Hale stated Harbors East and West were 90% cleared of debris; Rick Cable with Cable Electric was 95% complete with electric restoration, since Hurricane Harvey made landfall on August 25, 2017; Bobby Geers with Geers Fire Extinguisher Service repaired/replaced all fire extinguishers; Slips B-06 and B-11 needed pier maintenance; reminded board that Slip E-19 and D-36 need pilings fixed before Hurricane Harvey hit; would begin repair of boat dock handrails this week.

7. CONSIDER AND ACT ON PURCHASE OF OFFICE EQUIPMENT AND NOTARY PUBLIC SERVICES FOR OFFICE MANAGER.

Secretary Rios made a motion to approve the purchase of an Epson WorkForce Color Duplex Document Scanner, ES-400 Item #153093 for \$349.00 at Office Depot and to pay for Notary Public Services for the new Office Manager, (to include \$10,000 bond.) Commissioner Palmietto seconded the motion and the motion carried unanimously.

8. TENANT'S COMMENTS. (TENANTS COMMENTS IS INTENDED FOR MATTERS THAT ARE NOT SCHEDULED ON THE AGENDA AND NO MOTIONS SHALL BE MADE. A RECORDING IS MADE OF THE MEETING SO PLEASE STATE YOUR NAME AND SLIP NUMBER.)

There were none.

9. REVIEW AND DISCUSS TENANT'S ACCOUNTS RECEIVABLE AGING SUMMARY.

Interim Office Manager Stonebraker stated she had provided a list of tenants who had cancelled their slip rentals due to Hurricane Harvey (August 25, 2017) destroying their vessels. She asked that in the future, could the last fiscal quarter (October – December, 2017) slip rental fees and maintenance fees be struck off tenants accounts due to slips not being utilized (for tenants who lost their boats and cancelled their leases only). She stated that would give a clearer picture of the Tenant's Accounts Receivable Aging Report.

10. APPROVE AND PAY ACCUMULATED BILLS.

Chairman Attaway made a motion to approve payment of accumulated bills. Secretary Rios seconded the motion and the motion carried unanimously.

11. REVIEW AND DISCUSS FUTURE AGENDA ITEMS.

Agenda Items for the December 12, 2017 Regular Meeting: San Patricio County Commissioner Precinct #4 Howard Gillespie asked for an agenda item for Judge Terry Simpson to conduct the swearing in of SPCND#1 board members; advertise available slips for rent; and, directing office manager to send out notice to tenants who are in violation of Lease Agreement Item #3 – To stow loose gear and keep all personal property in lockers approved by Lessor and maintain dock area in broom clean condition, to repair or replace any and all damage caused by collision or by wake or wheel wash out of the operation of the named vessel, and to operate engine or engines on the named vessel with the propeller engaged only for docking and undocking purposes and at no other times while in the said slip or stall.

12. RETIRE TO EXECUTIVE SESSION PURSUANT TO SEC. 551.074 LGC-PERSONNEL MATTERS: ATTORNEY, HARBOR MANAGER, AND OFFICE MANAGER.

The SPCND#1 Board retired to Executive Session at 2:20 P.M.

13. RECONVENE IN OPEN SESSION: CONSIDER AND ACT ON FINDINGS OF EXECUTIVE SESSION REGARDING PERSONNEL MATTERS: ATTORNEY, HARBOR MANAGER, AND OFFICE MANAGER.


The SPCND#1 Board reconvened in Open Session at 2:34 P.M.

Secretary Rios made a motion to take no action at this time and to call a Special Meeting for Tuesday, November 21, 2017 at 1:30 P.M. in order to give the Commissioners time to go over received applications and perform interviews for Office Manager position. Chairman Attaway seconded the motion and the motion carried unanimously.

14. ADJOURNMENT.

Chairman Attaway adjourned the meeting at 2:36 P.M.


Secretary of the Board


Office Manager

Approved during the meeting held on 12/12/2017.