

A Regular Meeting of the San Patricio County Navigation District No. 1 was held on Tuesday, January 9, 2018 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 and Secretary Hector Rios were present. Also present were Attorney Allen Lawrence, Commissioner Precinct #4 Howard Gillespie, and Office Manager Yvonne Stonebraker.

1. **CALL THE MEETING TO ORDER.**

Chairman Attaway called the meeting to order at 1:29 pm.

2. **CONSIDER AND ACT ON REGULAR MINUTES OF DECEMBER 12, 2017.**

Secretary Rios made a motion to approve the Regular Minutes of December 12, 2017. Commissioner Palmietto seconded the motion and the motion carried unanimously.

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

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

4. **CONSIDER AND ACT ON APPLYING FOR A CREDIT CARD FOR THE SAN PATRICIO COUNTY NAVIGATION DISTRICT #1.**

Chairman Attaway stated some items needing to be purchased require a credit card. He stated the San Patricio County Navigation District employees are using their personal credit cards and the district reimburses them.

Chairman Attaway made a motion to approve applying for a credit card through ValueBank for \$2,000 credit limit. Secretary Rios seconded the motion and the motion carried unanimously.

5. **CONSIDER AND ACT ON AWARDING EMERGENCY BID FOR REPLACEMENT OF TENANT STORAGE BUILDINGS DESTROYED BY HURRICANE HARVEY, AUGUST 25, 2017.**

No action taken.

6. **CONSIDER AND ACT ON WEBSITE UTILIZATION BY THE SAN PATRICIO COUNTY NAVIGATION DISTRICT.**

No action taken.

7. **CONSIDER AND ACT ON THE SAN PATRICIO COUNTY NAVIGATION DISTRICT NO. 1 FISCAL YEAR 2018 BUDGET.**

Chairman Attaway made a motion to approve the San Patricio County Navigation District No. 1 Fiscal Year 2018 Budget. Secretary Rios seconded the motion and the motion carried unanimously.

8. **CONSIDER AND ACT ON HARBOR MANAGER'S REPORT.**

Harbor Manager James Hale out sick. Report given by Office Manager Yvonne Stonebraker.

1. K&R Contracting, Mr. Ricky Fenton was awarded the emergency fence bid of \$14,173.00 (due to Hurricane Harvey, 08/25/17). Mr. Fenton missed a section of fence and had to resubmit a revised bid of \$16,873.00, difference of \$2,700. The new bid will need approval. Mr. Fenton has submitted proof of insurance and a Release of Liability waiver.

2. Dock Express began work on repairing docks and piers on 12/27/17 including removal of tenant boxes in Slip O-03 and O-04 (01/08/18)
3. Damaged boats still in slips waiting for insurance companies to remove them: C-01 Bruce Whitney and O-05 Donald Hogan.
4. F-17 – CL Moss's boat moved to transient dock 01/06/18 so new tenant could move in.
5. Garrett Construction began sweeping parking lot Tuesday, 01/02/18 and completed Wednesday, 01/03/2018.

Secretary Rios made a motion to table Item 1 until he could speak with Mr. Fenton about an alternate bid to include incorporating the tenant boxes in the fence line. (If the bid is too much, the Commissioners will proceed with the revised bid of \$16,873.) Chairman Attaway seconded the motion and the motion carried unanimously.

9. TENANT'S COMMENTS. (TENANTS COMMENTS IS INTENDED FOR MATTERS THAT ARE NOT SCHEDULED ON THE AGENDA. A RECORDING IS MADE OF THE MEETING SO PLEASE STATE YOUR NAME AND YOUR SLIP NUMBER.)

George Baermann would like a slip in O Section for his sailboat; D-20 Gregory Uselton would like to view the San Patricio County Navigation Districts 2016 audit and inquired about completion of restrooms.

10. REVIEW AND DISCUSS TENANT'S ACCOUNTS RECEIVABLE AGING SUMMARY AND OFFICE MANAGER UPDATES.

Office Manager Yvonne Stonebraker stated the Quickbooks version of the Accounts Receivable Aging Summary report was confusing to understand. She stated there were Lessee's on the list who have been gone a long time. She stated Quickbooks was cleaned up and hopes her version was easier to understand.

Office Manager Stonebraker stated 1st quarter statements for 2018 were mailed out December 20, 2017. She stated on January 8, 2018, Mr Gregory Uselton – Slip D-20 called and stated there was a \$.30 cent overage on his bill. After viewing Quickbooks, Office Manager Stonebraker stated C-D Section = C 1-18 and D 19-36 had a \$.30 cent discrepancy. She stated she went in and credited each account \$.30 cents.

11. RETIRE TO EXECUTIVE SESSION PURSUANT TO TEXAS GOVERNMENT CODE:

The SPCND #1 Board retired to Executive Session at 2:10 P.M.

A. SEC. 551.071 – CONSULT WITH ATTORNEY(S) INCLUDING MATTERS RELATED TO LITIGATION – NAVIGATION DISTRICT RESTROOMS.

12. RECONVENE IN OPEN SESION PURSUANT TO TEXAS GOVERNMENT CODE:


The SPCND #1 Board reconvened Open Session at 2:24 PM


A. SEC. 551.071 – CONSULT WITH ATTORNEY(S) INCLUDING MATTERS RELATED TO LITIGATION – NAVIGATION DISTRICT RESTROOMS.

No action taken.

13. ADJOURNMENT.

Chairman Attaway adjourned the meeting at 2:25 P.M.


Board Secretary


Office Manager

Approved during the meeting held on 2-13-2018.