

Minutes of Regular Meeting
February 19, 2019

The Navigation and Canal Commission of the Aransas County Navigation District met in a Regular Meeting with Chairman Malcolm Dieckow. Commissioners present were Judith Vlasek, Mickey Casterline and Tony Domnguez. Commissioner Tommy Moore was not present with an *excused absence*. Among those present were Harbor Master Keith Barrett and Secretary Nelda Covarrubias.

The guest register has been made a part of these minutes.

Chairman Dieckow convened the meeting, declared a quorum, led the Pledge of Allegiance and the honoring of the Texas flag.

There were no *Citizens To Be Heard*.

Agenda Item No. IV.1:

The Board considered possible action to approve minutes of Regular Meeting, February 4, 2019/N. Covarrubias

Secretary Nelda Covarrubias presented the minutes of Regular Meeting, February 4, 2019.

Action:

Commissioner Vlasek moved that the minutes for Regular Meeting, February 4, 2019, be approved as presented. Commissioner Casterline seconded the motion. The motion passed with all present voting, Aye.

Agenda Item No. IV.2:

The Board considered possible action to approve the Treasurer's Report for January, 2019/N. Covarrubias

Secretary Nelda Covarrubias presented the Treasurer's Report for January, 2019.

Action:

Commissioner Vlasek moved to approve the Treasurer's Report for January, 2019, as presented. Chairman Dieckow seconded the motion. The motion passed with all present voting, Aye.

Agenda Item No. IV.3:

The Board considered possible action to approve the Accounts Receivable List/Barrett

Harbor Master Keith Barrett presented the Accounts Receivable List.

Action:

Commissioner Vlasek moved to approve the Accounts Receivable List as presented. Chairman Dieckow seconded the motion. The motion passed with all present voting, Aye.

Agenda Item No. IV.4:

The Board considered possible action to approve the Accounts Payable List/Barrett

Harbor Master Keith Barrett presented the Accounts Payable List.

Action:

Commissioner Vlasek moved to approve the Accounts Payable List as presented. Chairman Dieckow seconded the motion. The motion passed with all present voting, Aye.

Agenda Item No. IV.5:

The Board considered possible action to allow the purchase of marine slip management software/Barrett

Harbor Master Keith Barrett presented the request to purchase a marine slip management software that would replace current manual record keeping with more accuracy tying in to our quick books software. The cost for this software is \$5,500 and a monthly fee of \$115 with options to upgrade. The proposal to purchase includes the installation, training and technical support as necessary.

Action:

Commissioner Vlasek moved to approve the purchase proposal from Scribble Software, Inc for a marina slip management software in the amount of \$5,500.00 with a \$115/monthly fee (with options to upgrade) for 3 office computer units to include installation, training and technical support. Commissioner Dominguez seconded the motion. The motion passed with all present voting, Aye.

Agenda Item No. IV.6:

The Board considered possible action to changes in wet slip leasing policy to include liability insurance requirement/Barrett

Harbor Master Keith Barrett presented the request to include the general liability insurance requirement in the current slip/stall lease agreement.

Action:

Commissioner Vlasek moved to authorize Harbor Master Keith Barrett to move forward and work with legal counsel on the necessary language to include the requirement for general liability insurance with minimum limits of \$100,000 per incident per slip/stall under the current slip/stall lease agreement to include transient and commercial tenants as well. Commissioner Dominguez seconded the motion. The motion passed with all present voting, Aye.

V. STAFF REPORTS:

Harbor Maser Keith Barrett reported the following:

The pavilion project is taking shape and moving quickly and taking shape in spite of the weather playing a bit impact on the progress.

A lot of children are using the new donated playground equipment when weather permits.

The ribbon cutting ceremony for the playground equipment is being planned and signage is on order.

The Water/Market Street breakwater fell in non-compliance" status post Harvey due to too much fresh water killing all grass previously planted. Belaire Environmental found an alternate site for submittal to the Corps of Engineers' (COE) approval. The new area along Little Bay and behind Bealls Department Store will need signage and cording off.

Under projects the District is seeing some reimbursement from the Federal Emergency Management Agency (FEMA) on projects that have already been completed. There are other projects that are yet to be completed. Some of our high volume projects require answers to a lot of technical questions from FEMA. The ACND is doing its best in answering those questions.

VI. **PRESS QUESTIONS:** None

VII. **CLOSED SESSION:**

The Commission may conduct a closed session (9:46 a.m.) in accordance with the cited sections of Chapter 551 of the Texas Government Code for the following purposes:

- i) To deliberate the purchase, exchange, lease or value of real property under Section 551.072.

Following the closed meeting, the Commission will reconvene into open meeting (10:15 a.m.).

There being no further business, the meeting adjourned at approximately 10:16 a.m.