

**Aransas County Navigation District
Minutes of Regular Meeting
Monday, December 4, 2023**



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December 4, 2023.

The Navigation and Canal Commission of the Aransas County Navigation District met in a Regular Meeting on December 4, 2023, with Chairman Malcolm Dieckow presiding. Other Commissioners present were Judith Vlasek, Tommy Moore, Martin De Leon and Long Nguyen. Among others present were Harbor Master Keith Barrett and Executive Administrator Janine Loney.

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

Chairman Malcolm Dieckow convened the meeting at 8:30 a.m., declared a quorum, and led the Pledge of Allegiance and the honoring of the Texas flag.

CITIZENS TO BE HEARD:

County Commissioner Pat Rousseau informed the commission that a second phase interim report had been submitted by Mr. Adrien Hilmy of Coastal Bend Bays and Estuaries during a County Commissioners meeting in November. The report was related to the water quality testing and analysis at Port Bay. Commissioner Dieckow acknowledged receipt of noted second phase interim report. Commissioner Dieckow confirmed for Commissioner Rousseau that the 2022 ACND Annual Audit report had not been published yet but was scheduled for publication at the next scheduled meeting.

No. IV.1 Agenda:

Discussion and possible action on Aransas County Navigation District joining the Texas Ports Association, including presentation from Texas Ports Association.

Presentation made by Glenna Bruun and Victor Martinez from Texas Port Association.

Action:

Commissioner Vlasek moved to approve Aransas County Navigation District joining the Texas Ports Association, with an annual contribution of \$5000.00. The motion was seconded by Commissioner De Leon. The motion was adopted.

No. IV.2 Agenda:

Discussion and possible action to advertise an RFQ (Request for Qualifications) in order to procure grant writing and administrative services. This would include all types of available grant funding opportunities, but not limited to state or federal grants. This would include Federal Emergency Management Association and other emergency declaration grant related work.

Action:

The motion was made by Commissioner Moore to approve the advertisement of an RFQ (Request for Qualifications). This to procure grant writing and administrative services and would include all types of available grant funding opportunities, but not limited to state or federal grants. This would include Federal Emergency Management Association and other emergency declaration grant related work. Commissioner Dieckow seconded the motion. The motion adopted.

No. IV.3 Agenda:

Approve the minutes of regular meeting of November 6, 2023.

Action:

Commissioner Moore moved to approve as presented the minutes of regular meeting of November 6, 2023. The motion was seconded by Commissioner Dieckow. The motion was adopted.

No. IV.4 Agenda:

Approve Accounts Payable list.

Action:

The motion was made by Commission Vlasek to approve as presented the Accounts Payable list for November 20,2023. Commissioner Dieckow seconded the motion. The motion was adopted.

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No. IV.5 Agenda:

Approve Treasurer's Report.

Action:

Commissioner De Leon moved to approve as presented the October 2023 Treasure's report. The motion was seconded by Commissioner Dieckow. The motion was adopted.

No. IV.6 Agenda:

Consider and possible action a request made Wreaths across America to utilize Veterans Park on December 16, 2023, with the function scheduled to start at 11 a.m.

Action:

Motion was made by Commissioner Moore to approve request made by Wreaths across America to utilize Veterans Park on December 16, 2023, with the function scheduled to start at 11 a.m. Commissioner Dieckow seconded the motion. The motion was adopted.

No. IV.7 Agenda:

Consider and possible action approval of the 2024 ACND Commissioner meeting schedule and 2024 ACND holiday schedule.

Harbor Master Barrett noted that there may be special meeting dates and budget workshops included during the year, but the presented meeting schedule would be posted once approved.

Action:

Commissioner Vlasek moved to approve as presented the 2024 ACND Commissioner meeting schedule and 2024 ACND holiday schedule. The motion was seconded by Commissioner De Leon. The motion was adopted.

No. IV.8 Agenda:

Harbormaster Report - Updates on projects and happenings on ACND properties, which may include but not be limited to construction, improvements, and conditions at Rockport Harbor, Cove Harbor, Fulton Harbor, the Festival Grounds, Rockport Beach, Little Bay, public restrooms, other ACND properties and projects status of grants and issues with existing leases.

The final walkthrough of the Rockport Harbor Breakwater Project #48546-4064 was carried out reported Harbor Master Barrett. He commented on the impressive improvement to the area. Final close out documentation for this project is currently being worked through and equipment is being removed off the Water Street laydown site. Harbor Master Barrett noted the next project to start will be the Rockport Harbor Entrance Seawall Project #2854-2004 with the pre-construction meeting having been held. Due to this project only repairing a partial of the road Harbor Master Barrett informed the commission he foresaw a further request for funds on this project. This additional request would ensure that the seawall road was fully repaired and he anticipated the work to commence in the new year. The Rockport Beach Renourishment Project has reached the public comment stage which Harbor Master Barrett noted was the final stage before receiving the required permit. He noted this was a milestone in this project's duration. The 2024 Beach Passes reported Harbor Master Barrett are now available with the resident passes being sold at the ACND Office. Harbor Master Barrett noted that various Christmas events were due to commence this week and he thanked his staff for their continued hard work in making sure these events ran as smoothly as possible.

Action: No action taken

No. IV.9 Agenda:

Chairman and Commissioners Report – Update on ACND environmental and safety issues relating to Little Bay and or other District properties.

Commissioner Dieckow encouraged all present to attend the Little Bay Water Quality meeting on December 12, 2023. Commissioner Moore noted details on items due to be addressed.

Action: No action taken.

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VI. PRESS QUESTIONS:

None

VII. CLOSED SESSION:

The Chairman announced that the Commission will recess this open meeting and conduct a closed meeting pursuant to the Texas Open Meetings Act to conduct a private consultation with its attorney under Section 551.071 of the Act, to deliberate regarding real property under Section 551.072 of the Act, and to deliberate regarding personnel matters under section 551.074 of the Act.

No Closed Session held.

VIII. CONTINUATION OF OPEN MEETING/DELIBERATION AND/OR ACTION:

IX. ADJOURNMENT:

There being no further business, a motion was made, seconded, and adopted to adjourn the meeting .at approximately 09:25 a.m.

Certificate of Approval

I attest that the foregoing minutes of a meeting of the Navigation and Canal Commission of the Aransas County Navigation District held on December 4, 2023, were approved by the Commission at a meeting duly held on January 17, 2024.

A handwritten signature in black ink, appearing to read 'Thomas Moore', is written over a horizontal line. The signature is stylized and cursive.

Thomas Moore Commission Secretary

APPROVED

PAYABLES- 11/20/2023

Check Register for Dates: 11/01/2023-11/14/2023

Check #	Date	Name	Account	Amount
26700	11/01/2023	Mission Square/ FRMR ICMA	457- Employee (Private Retirement)	85.00
26701	11/3/2023	Builders First Source	400.317 · Lumber,Elec, Plumb,etc	1,399.86
26702	11/3/2023	Champion Energy Services 618903	400.601 · Electricity	14.79
26703	11/3/2023	Cintas	300.421 · Maintenance Service Agreements	258.00
26704	11/3/2023	City of Rockport.	400.602 · Natural Gas	72.28
	11/3/2023	City of Rockport.	400.605 · Water and Sewer	5,949.21
Total Check Amount-				
\$13,845.62	11/3/2023	City of Rockport.	400.604 · Garbage	7,824.13
26705	11/3/2023	Coastal Office Solutions (FRMR A&W)	400.301 · Office Supplies & Expense	519.68
Total Check Amount-				
\$595.06	11/3/2023	Coastal Office Solutions (FRMR A&W)	400.607 · Consumable Maint Supplies	75.38
26706	11/3/2023	Crabtree, J B	400.320 · Property Rentals	400.00
26707	11/3/2023	DISCOUNT AUTO PARTS	400.607 · Consumable Maint Supplies	984.96
26708	11/3/2023	Gilbert Perez	300.502 · Training	2,970.00
26709	11/3/2023	Raul E, Inc	300.503 · Travel	200.00
	11/3/2023	Raul E, Inc	300.421 · Maintenance Service Agreements	1,965.50
Total Check Amount-				
\$2,765.50	11/3/2023	Raul E, Inc	400.202 · Office Equipment Expense	600.00
26710	11/3/2023	Republic Services	400.604 · Garbage	4,767.62
26711	11/3/2023	Rockport WiFi	400.615 · Wifi	200.00
26712	11/3/2023	Rogue Waste Recovery & Environmental Inc.	300.435 · Oil/Filter Recycling	1,360.00
26713	11/3/2023	T-Mobile FRMR Sprint	400.603 · Telephone	963.62
26714	11/8/2023	Texas Association of Counties HEBP	200.106 · Group Insurance	23,707.00
26715	11/8/2023	CPL 1486751	400.601 · Electricity	363.51
26716	11/8/2023	Haynes and Boone, LLP	500.426 · Consultant	22,169.31
26717	11/8/2023	IWS Gas and Supply of Texas LTD	300.421 · Maintenance Service Agreements	3.38
Total Check Amount-				
\$18.82	11/8/2023	IWS Gas and Supply of Texas LTD	400.206 · Equipment Rental	15.44
26718	11/8/2023	MCCI	300.440 · Record Archiving Service	353.28
26719	11/8/2023	ROCKPORT PILOT	300.501 · Advertising/Legal Notices	815.50
26720	11/8/2023	Spectrum Enterprise 0401/ FRMR 6309	400.615 · Wifi	208.85
26721	11/8/2023	Spectrum Enterprise 0801	400.615 · Wifi	501.62
26722	11/8/2023	Spectrum Enterprise 9001/FRMR 4590	400.615 · Wifi	1,025.40
26723	11/8/2023	UNIFIRST HOLDINGS LP	400.316 · Custodial Equip/Supplies	101.09
Total Check Amount-				
\$447.32	11/8/2023	UNIFIRST HOLDINGS LP	300.415 · Uniforms	346.23
26724	11/8/2023	Wade Greene	500.426 · Consultant	562.50
26725	11/13/2023	Aransas County Treasurer	400.604 · Garbage	32.00
26726	11/13/2023	ExxonMobil	400.308 · Fuel & Lubricants	2,052.34
26727	11/13/2023	Pavilion Refunds		250.00
26728	11/13/2023	Sunkissed Embroidery	300.415 · Uniforms	45.00
26729	11/14/2023	Aaron's All Around Electric	300.405 · Electrical Repairs	836.52
26730	11/14/2023	Champion Energy Services 590347	400.601 · Electricity	6.91
26731	11/14/2023	Champion Energy Services 610174	400.601 · Electricity	964.78
26732	11/14/2023	Champion Energy Services 610215	400.601 · Electricity	5.92
26733	11/14/2023	Champion Energy Services 610221	400.601 · Electricity	312.87
26734	11/14/2023	Champion Energy Services 610230	400.601 · Electricity	237.70
26735	11/14/2023	Champion Energy Services 610253	400.601 · Electricity	37.11
26736	11/14/2023	Coastal Trailer Trash	400.604 · Garbage	390.00
26737	11/14/2023	CPL 1479740	400.601 · Electricity	218.43
26738	11/14/2023	CPL 1479741	400.601 · Electricity	1,053.07
26739	11/14/2023	Lectrics	300.405 · Electrical Repairs	1,391.25

26740	11/14/2023	Thomson Reuters-West	400.301 · Office Supplies & Expense	142.00
26741	11/14/2023	UNIFIRST HOLDINGS LP	400.316 · Custodial Equip/Supplies	101.09
Total Check Amount- \$447.32	11/14/2023	UNIFIRST HOLDINGS LP	300.415 · Uniforms	346.23
				\$ 89,121.36

Treasurer's Report

October 2023

APPROVED

Beginning Cash *

RECONCILING ITEMS
VOIDED CHKS/PREV PERIOD

Receipts *

Interest

Disbursements

TOTAL

Reserves

Emergency

Blkhead Repair

Available Funds

October 2023	October 2022	September 2023
5,916,614.58	8,455,792.15	4,402,495.84
0.00		
2,598,306.30	527,727.23	1,889,674.36
464.48	2,559.95	470.37
(1,115,169.73)	(817,997.87)	(376,025.99)
7,400,215.63	8,168,081.46	5,916,614.58
as	as	as
(1,000,000.00)	(1,000,000.00)	(1,000,000.00)
(59,000.00)	(59,000.00)	(59,000.00)
6,341,215.63	7,109,081.46	4,857,614.58
as	as	as