

**MEETING MINUTES
COMAL COUNTY WATER ORIENTED RECREATION DISTRICT**

A Regular meeting of the **COMAL COUNTY WATER ORIENTED RECREATION DISTRICT** was held on the 15th day of January 2020, at **5:30 PM** at **Rio Guadalupe Resort, 14130 River Road, Comal County, Texas**. **In attendance were all Board members (Jennifer Bretzke, Shane Wolf, Lynn Lindsay, Allen Bartram, Jim Green, Jean Robinson, and Don King) and staff members Mike Dussere, Beverly Lopez, and Holly Gilman, attorney.**

5:30 PM CALL TO ORDER

Invocation and Pledge of Allegiance. **Led by Shane Wolf.**

ACTION AGENDA:

1. Elect a President, Vice President, Secretary, and Treasurer to serve as officers of the W.O.R.D. Board for a one year term as provided in the by-laws. **Motion by Jim, second by Don, to elect Shane Wolf, President; Jennifer Bretzke, Vice-President; Lynn Lindsay, Secretary; Allen Bartram, Treasurer, MOTION CARRIED 6-0.**

WORKSHOP AGENDA:

2. Receive reports from staff on the following subjects:
 - River & Lake Conditions
 - Vacation rental implementation
 - Comal park
 - Office construction
 - 2019 financials

ACTION AGENDA:

The following subjects will be discussed, considered, passed or adopted, to wit:

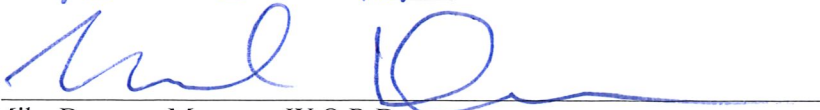
3. Public Comments.
4. Consider approval of lease with the US Army Corps of Engineers for Comal Park. **Motion to approve conditioned on favorable result of environmental assessment by Jennifer, second by Allen, MOTION CARRIED 7-0.**
5. Consider release of special projects monies for park improvements in the amount of up to \$400,000. **Motion to approve up to \$200,000 by Jean, second by Jennifer, MOTION CARRIED 7-0.**
6. Consider creation of a WORD parks committee. **Motion to approve by Jennifer, second by Jim, MOTION CARRIED 7-0. Shane appointed Jim Green as Committee Chair.**
7. Consider approval of gate attendant contract for Comal park. **Motion to approve by Jim, second by Allen, MOTION CARRIED 7-0.**
8. Consider release of Invitation to Bid for Comal Park contracts for cleanup services and mowing. **Motion to approve by Jim, second by Jean, MOTION CARRIED 7-0.**
9. Consider authorizing creation of a Prosperity bank account specific to Comal park expenses and revenues and transfer of any approved special project monies to same. **Motion to**

approve changing existing WORD Prosperity bank Savings account to Checking account by Jennifer, second by Jim, MOTION CARRIED 7-0.

10. Consider approval of contract with Luke's Asphalt in the amount of \$9,650 for paving of the FM 306 walkway. **Motion to approve by Allen, second by Jim, MOTION CARRIED 7-0.**
11. Authorize signatory approval for Board Officers on bank accounts as required for continuation of WORD accounts at Wells Fargo Bank and Prosperity Bank. **Motion by Jennifer to authorize Shane Wolf, Jennifer Bretzke, Lynn Lindsay, and Allen Bartram as signatories on all WORD bank accounts at Wells Fargo and Prosperity Bank, second by Jim, MOTION CARRIED 7-0.**
12. Dismiss all standing committees. **Motion by Allen, second by Jean, to dismiss all committees, MOTION CARRIED 7-0.**
13. Appoint standing committee chairs, including ad hoc committees, with Board Members and citizen advisors, with provision to add additional committee members over the course of 2020. **Shane appointed the following committee Chairs:**
 - Law Enforcement & Safety : Lynn**
 - Finance : Allen**
 - Revenue & Permits : Jennifer**
 - Planning : Jean**
 - Health & Sanitation : Allen**
 - Governmental Affairs : Shane**
14. Authorize Manager/Assistant Manager use of the WORD Imprest Fund, credit cards, the WORD trucks, WORD boats and equipment, and the authority to purchase items authorized in the approved 2020 Budget. **Motion to approve by Jim, second by Allen, MOTION CARRIED 7-0.**
15. Authorize fee schedule for legal services in 2020 with Gilman and Associates, PC. **Motion to approve by Allen, second by Jean, MOTION CARRIED 6-0.**
16. Authorize CPA Amy Shear use of facsimile signature stamps and WORD blank checks from Prosperity payroll Account for use as payroll and payroll taxes for 2020. **Motion to approve by Jean, second by Jim, MOTION CARRIED 6-0.**
17. Read, correct, and/or modify and approve the November, December, and Fiscal year 2019 financial reports and authorize submittal of said reports, 2019 receipts and invoices to ABIP, PC, for Financial compilation and submittal to Comal County Auditor's office. **Motion to approve by Allen, second by Jim, Don abstained, MOTION CARRIED 5-0.**
18. Read, correct, and/or modify and approve the minutes of the Board meeting of November 20th, 2019. **Motion to approve by Jean, second by Jim, Don abstained, MOTION CARRIED 5-0**
19. Solicit agenda and workshop items for the February meeting from the public and Board. **NO ACTION.**
20. Adjourn. **Meeting adjourned at 7:13 PM.**

I, Mike Dussere, Manager of the Water Oriented Recreation District of Comal County, do hereby certify that the above MEETING MINUTES of the Comal County Water Oriented Recreation District is a true and correct account of the proceedings of said meeting.

Dated this 16 day of JANUARY 2020

Attested: 
Mike Dussere, Manager, W.O.R.D.