

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

A regular meeting of the **COMAL COUNTY WATER ORIENTED RECREATION DISTRICT** was held on the 17th day of January 2018, at **5:30 PM** at the **WORD office**, 1928 Farm to Market Road 2673, Sattler, Comal County, Texas. All Board members and staff were in attendance.

5:30 PM CALL TO ORDER

Invocation and Pledge of Allegiance. **Led by Doug.**

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 Allen to re-elect the 2017 slate of officers being Doug Carver, President; Shane Wolf, Vice-President; Jennifer Bretzke, Treasurer; Jennifer Robinson, Secretary, seconded by Shane, MOTION CARRIED 7-0.**

WORKSHOP AGENDA:

2. Receive Manager's report on the following subjects: (See attached)
 - River & Lake Conditions
 - FUNFISH
 - Recycling program
 - Funds transfer to collateralized account
 - Tax logs by business
 - 2017 financials
 - Timeshare taxability

ACTION AGENDA:

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

3. Public Comments.
4. Consider release of special projects funding from reserves in the amount of \$7,000 for Zebra Mussel dispersal study in the Guadalupe river basin in partnership with Texas Parks and Wildlife. **Motion to approve \$7,000 by Jennifer R., second by Allen, MOTION CARRIED 6-0, Lynn abstained.**
5. Consider request for waiver of late fees for The Shanty from 3rd Quarter 2017 in the amount of \$894.20. **Motion to deny waiver by Jennifer R., second by Jennifer B., MOTION CARRIED 5-2, Jim and Shane against.**
6. Take action on 2018 award for contract # 6, Lower River cleanup section B. **Motion to re-bid Contract #6 by Jim, second by Allen, MOTION CARRIED 6-0, Shane abstained.**
7. Authorize Board president and Board Secretary to execute all WORD cleanup contracts (numbers 1 – 8) for 2018. **Motion to approve by Jim, second by Shane, MOTION CARRIED 7-0.**

8. Consider contracts with Hill Country Waste Solutions for dumpster and recycling services for 2018. **Motion to approve by Allen, second by Jennifer B., MOTION CARRIED 7-0.**
9. Authorize signatory approval for Board Officers on bank accounts as required for continuation of WORD accounts at Wells Fargo Bank and Prosperity Bank. **Motion to approve by Jim, second by Jennifer B., MOTION CARRIED 7-0.**
10. Dismiss all standing committees. **Motion to approve by Jennifer R., second by Jim, MOTION CARRIED 7-0.**
11. 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 2018. **Motion to retain all existing committee members by Jennifer B., second by Allen, MOTION CARRIED 7-0.**
12. 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 2018 Budget. **Motion to approve by Jim, second by Jennifer R., MOTION CARRIED 7-0.**
13. Authorize fee schedule for legal services in 2018 with Gilman and Associates, PC. **Motion to approve by Jim, second by Lynn, MOTION CARRIED 7-0.**
14. 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 2018. **Motion to approve by Jennifer R., second by Jim, MOTION CARRIED 7-0.**
15. Read, correct, and/or modify and approve the November, December, and Fiscal year 2017 financial reports and authorize submittal of said reports, 2017 receipts and invoices to ABIP, PC, for Financial compilation and submittal to Comal County Auditor's office. **Motion to approve by Jim, second by Shane, MOTION CARRIED 7-0.**
16. Read, correct, and/or modify and approve the minutes of the Board meeting of November 15th, 2017. **Motion to approve by Jennifer B., second by Jim, MOTION CARRIED 7-0.**
17. Solicit agenda and workshop items for the February meeting from the public and Board.

EXECUTIVE SESSION, as authorized by Texas Local Government Code, Chapter 551.071, for consultation with attorney to receive legal opinion. **NO EXECUTIVE SESSION.**
18. Discuss and consider action on staff pay rates for 2018. The Board received legal advice that the Comal County Commissioner's Court decision disapproving the WORD Board's November 2017 salary and budget vote resulted in the reinstatement of the pay changes voted on by the WORD Board in October 2017 and then rescinded in November 2017. As a result, **NO ACTION** was taken on this item.
19. Review and take action regarding approval of 2018 budget. **Motion to approve 2018 budget by Jim, second by Allen, MOTION CARRIED 6-1, Jennifer R. against.**
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 19 day of JANUARY 2018

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