

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

A Regular meeting of the **COMAL COUNTY WATER ORIENTED RECREATION DISTRICT** was held on the 16th day of May 2018, at **5:30 PM** at the **WORD office**, 1928 Farm to Market Road 2673, Sattler, Comal County, Texas. Board members in attendance were Doug Carver, Jennifer Bretzke, Lynn Lindsay, Allen Bartram, Jim Green, and Jean Robinson. Absent was Shane Wolf. Staff in attendance were Mike Dussere, Susan Sullivan, Beverly Lopez, Cindy Cuevas, and attorney Holly Gilman.

5:30 PM CALL TO ORDER

Invocation and Pledge of Allegiance. **Led by Lynn Lindsay.**

WORKSHOP AGENDA:

1. Receive Manager's report on the following subjects:
 - April Manager's Report
 - River & Lake Conditions
 - New Board member
 - Assistant Manager
 - Facilities repair projects
 - Trash logs
2. Receive report from Susan Sullivan on WORD online payment system.
3. Receive report from Cindy Cuevas on WORD Vacation Rental tracking procedures and status.

ACTION AGENDA:

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

4. Public Comments.
5. Consider funding WORD Board member attendance at River Management Society Symposium to serve as co-presenter with WORD Manager. **Motion to approve by Jim, second by Jennifer, MOTION CARRIED 6-0.**
6. Consider approval of WORD financial compilation for fiscal year 2017. **Motion to approve by Jim, second by Lynn, MOTION CARRIED 6-0.**
7. Authorize Assistant Manager Beverly Lopez as signatory for the WORD Imprest checking account with Wells Fargo, and use of credit card, the WORD trucks, WORD boats and equipment, and the authority to purchase items authorized in the approved 2018 Budget. **Motion to approve Beverly for the above listed items and as signatory for Wells Fargo as of May 16, 2018, and to remove Susan Sullivan as signatory effective May 31, 2018 made by Jennifer, second by Jim, MOTION CARRIED 6-0.**
8. Authorize Manager to serve as WORD investment officer and approve limited investment policy for replacement fund as allowed by Chapter 324, Texas Local Government Code. **ITEM TABLED.**

9. Read, correct, and/or modify and approve the March and April 2018 financial reports. **Motion to approve by Jennifer, second by Jim, MOTION CARRIED 5-0-1, Jean abstained**
10. Read, correct, and/or modify and approve the minutes of the Board meeting of March 21st, 2018. **Motion to approve by Jennifer, second by Lynn, MOTION CARRIED 5-0-1, Jean abstained**
11. Solicit agenda and workshop items for the May meeting from the public and Board. **NO ACTION.**
12. Adjourn. **Meeting adjourned at 6:57 PM.**