

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

A regular meeting of the **COMAL COUNTY WATER ORIENTED RECREATION DISTRICT** was held on the 18<sup>th</sup> Day of January 2023, at **5:30 PM** at the **WORD office, 1928 FM 2673**, Comal County, Texas. All Board members were in attendance.

**5:30 PM CALL TO ORDER**

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

**ACTION AGENDA:**

1. Elect a President, Vice President, Secretary, and Treasurer to serve as officers of the WORD Board for a one-year term as provided in the by-laws.

**Motion by Theresa, second by Heather to appoint Lynn Lindsay as President, Jean Robinson as Vice President, Jim Green as Secretary, and Allen Bartram as Treasurer. MOTION CARRIED 7-0.**

**WORKSHOP AGENDA:**

2. Receive presentation from Texas Parks and Wildlife on Hydrilla treatment options.
3. Receive reports from staff on the following subjects:
  - River & Lake Conditions
  - Parks report
  - Operations report
  - FM 306 Project
  - 2022 Financials
  - FUNFISH
  - WORD Board and staffing
  - Real Estate

**ACTION AGENDA:**

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

4. Public Comments.
5. Consider action regarding Comal Park mowing contract.  
**Motion by Allen, second by Jim to approve renewal of the Comal Park mowing contract for 2023. MOTION CARRIED 7-0**
6. Consider approval of award of Canyon Park road construction RFP and consider release of reserve monies from Parks account to fund same.

**Motion by Jim, second by Theresa to approve the award of Canyon Park road construction RFP and approve release of \$150,000 from reserve funds.  
MOTION CARRIED 7-0**

7. Receive recommendation from staff and consider action on gate attendant contracts as follows.

a. Comal Park

**Motion by Jim, second by Theresa, to approve award of item a, contracts Comal park A and C to Sheila Van Buskirk and James Evans, and to approve award of Comal Park contract B to Connie and Joe Fondriest, MOTION CARRIED 7-0.**

b. Canyon Park Main

c. Canyon Park Swim Beach

**Motion by Allan, second by Jim, to approve award of items b and c to Beecher and Deborah Whiteaker, MOTION CARRIED 7-0.**

8. Consider release of reserve funding for local cost share for TxDOT FM 306 pedestrian access project.

**ITEM TABLED.**

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 by Heather, second by Theresa to authorize signatory approval for Board Officers on bank accounts as required for continuation of WORD accounts at Wells Fargo Bank and Prosperity Bank for the following individuals: Lynn Lyndsay, President; Jean Robinson, Vice President; Jim Green, Secretary; Allen Bartram, Treasurer . MOTION CARRIED 7-0.**

10. Dismiss all standing committees. **The Board President dismissed all standing committees.**

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 2023.

The Board President appointed committee members as follows for 2023:

**LAW ENFORCEMENT & SAFETY:**

**Chair – Allen Bartram**

**Members –Shane Wolf, Terry Gillespie, CCSO, CCC, Fire/EMS, Jim Green**

**FINANCE:**

**Chair – Allen Bartram**

**Members – Doug Carver, David Davenport, Lynn Lindsay**

**REVENUE & PERMITS:**

**Chair – Jean Robinson**

**Members – Terry Gillespie, Don King, Theresa Akard, Allen Bartram, Jim Green**

**Advisor – Holly Gilman**

**PLANNING/PROMOTIONS:**

**Chair – Jean Robinson**

**Members –Bridget McDougal, Jim Green**

**HEALTH & SANITATION:**

**Chair – Don King**

**Members – Jaynellen Ladd, Lynn Lindsay, Shane Wolf, David Davenport, Jim Green, Jean Robinson, Jennifer Bretzke, Allan Bartram**

**GOVERNMENTAL AFFAIRS:**

**Chair – Jim Green**

**Members – Jennifer Bretzke, Lynn Lindsay, Shane Wolf, Jim Green, Jean Robinson, Heather Harrison**

**Advisor – Holly Gilman**

**PARKS:**

**Chair – Jim Green**

**Members: Jennifer Bretzke, Jean Robinson, Allen Bartram, Shane Wolf, Don King, Ramsey Bishop, Russell Miller, Theresa Akard, Heather Harrison**

12. Authorize Manager use of the WORD Imprest Fund, credit cards, the WORD trucks, WORD boats and equipment, the authority to purchase items authorized in the approved 2023 Budget, and the permissions to designate these authorities to other WORD staff as determined by Manager.

**Motion by Jim, second by Theresa to approve. MOTION CARRIED 7-0.**

13. Authorize fee schedule for legal services in 2023 with Gilman and Associates, PC.

**Motion by Jean, second by Heather to approve. 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 2023.

**Motion by Heather, second by Jean to approve. MOTION CARRIED 7-0.**

15. Read, correct, and/or modify and approve the November, December, and Fiscal year 2022 financial reports and authorize submittal of said reports, 2022 receipts and invoices to ABIP, PC, for financial compilation and submittal to Comal County Auditor's office.

**Motion by Jean, second by Allan to approve. MOTION CARRIED 7-0.**

16. Read, correct, and/or modify and approve the minutes of the Board meeting of November 16<sup>th</sup>, 2022.

**Motion by Don, second by Jean to approve. Jim and Heather abstained. MOTION CARRIED 5-0.**

17. Solicit agenda and workshop items for the next meeting from the public and Board.  
**NO ACTION.**

**EXECUTIVE SESSION**, as authorized by Texas Local Government Code, Section 551.072, for deliberation to discuss real property.

The Board President called for a 5-minute recess, then the Board entered Executive Session at 7:20 PM

Back into Regular Session at 7:31 PM.

18. Take action on items discussed in Executive Session.  
**NO ACTION**


19. Adjourn.

**Motion by Heather to adjourn. Meeting adjourned at 7:32 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 2023

Attested:

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