

**NOTICE OF MEETING
COMAL COUNTY WATER ORIENTED RECREATION DISTRICT**

A Regular meeting of the **COMAL COUNTY WATER ORIENTED RECREATION DISTRICT** was held on the 20th day of January 2021, at **5:30 PM** at the **WORD of Comal County Offices, 1928 FM 2673, Canyon Lake, Comal County, Texas**. The meeting was held via Zoom videoconference with public attendance. All Board Members and staff with the exception of Allen Bartram were in attendance.

5:30 PM CALL TO ORDER

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

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 Jim to elect a slate of Officers as follows: Jennifer Bretzke, President; Lynn Lindsay, Vice-President; Allen Bartram, Treasurer; Jean Robinson, Secretary; second by Don, MOTION CARRIED 6-0.**

WORKSHOP AGENDA:

2. Receive reports from staff on the following subjects:
 - River & Lake Conditions
 - Parks update
 - 2020 Financials
 - Boat ramps
 - Office repairs
 - WORD Board and staffing
 - Lodging and Third-Party Websites
 - KCLB
 - Arundo Cane

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 Canyon Park. **NO ACTION.**
5. Consider release of special projects monies for park improvements in the amount of up to \$575,000. **NO ACTION.**
6. Consider release of Bid Documents for Canyon Park contracts for cleanup services and mowing. **NO ACTION.**

7. Discuss and consider authorizing creation of a Prosperity bank account specific to Canyon Park expenses and revenues and transfer of any approved special project monies to same or inclusion of Canyon Park with the existing Comal park bank account. **NO ACTION.**
8. Consider approval of application for a Parks-specific credit card account and set dollar amount for same. **Motion by Don, second by Jean, to approve procurement of a Parks credit card and restrict access to Manager and Assistant Manager, MOTION CARRIED 6-0.**
9. Consider funding of up to \$10,000 for Crappie stocking in Canyon Lake. **Motion to approve by Don, second by Lynn, MOTION CARRIED 6-0.**
10. 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 Jim to authorize Board Officers Jennifer Bretzke, Lynn Lindsay, Allen Bartram, and Jean Robinson as signatories on all WORD accounts at Wells Fargo and Prosperity bank, second by Don, MOTION CARRIED 6-0.**
11. Authorize Prosperity and Wells Fargo bank to provide informational only access to WORD bank accounts to WORD Manager and other personnel as designated by Manager. **Motion to approve by Jim, second by Jean, MOTION CARRIED 6-0.**
12. Dismiss all standing committees. **Jennifer dismissed all standing committees.**
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 2021. **Jennifer re-appointed all committee members and chairs with the following changes: Jean to be added to the Executive committee replacing Shane, Lynn to Chair Revenue & Permits committee, Jennifer to Chair Governmental Affairs and Executive committees, Russell to be added to Parks and Governmental Affairs committees**
14. 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 2021 Budget, and the permissions to designate these authorities to other WORD staff as determined by Manager. **Motion to approve by Don, second by Jim, MOTION CARRIED 6-0.**
15. Authorize fee schedule for legal services in 2021 with Gilman and Associates, PC. **Motion to approve by Jim, second by Don, 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 2021. **Motion to approve by Jim, second by Lynn, MOTION CARRIED 6-0.**

17. Read, correct, and/or modify and approve the November, December, and Fiscal year 2020 financial reports and authorize submittal of said reports, 2020 receipts and invoices to ABIP, PC, for Financial compilation and submittal to Comal County Auditor's office. **Motion to approve by Jean, second by Don, MOTION CARRIED 5-0, Russell abstained.**
18. Read, correct, and/or modify and approve the minutes of the Board meeting of November 18th, 2020. **Motion to approve by Jean, second by Don, MOTION CARRIED 5-0, Russell abstained.**
19. Consider meeting protocols for future Board meetings. **NO ACTION.**
20. Solicit agenda and workshop items for the next meeting from the public and Board. **NO ACTION.**
21. Adjourn. **Motion by Russell to adjourn, Meeting adjourned at 6:50 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 21 day of JANUARY 2021

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