

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

A Regular meeting of the **COMAL COUNTY WATER ORIENTED RECREATION DISTRICT** was held on the 21<sup>st</sup> day of January 2008, at 5:00 PM at the **WORD office**, 1928 Farm to Market Road 2673, Sattler, Comal County, Texas. All Board members with the exception of David Davenport were present. Staff present were Mike Dussere, Angel Reynaert, and Holly Gilman, legal advisor. Guests were Rick & Sandy Nieto, Stephanie Bascon, Mel Polk, Terry Gillespie, Tom Corbin, Donna Eccleston, Jaynellen Ladd.

**5:00 PM CALL TO ORDER**

1. Invocation and Pledge of Allegiance. – **Led by Johnnie Bezdek.**

**ACTION AGENDA:**

2. 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. – **Jim nominated all officer positions to remain the same as in 2007, Johnnie seconded, MOTION CARRIED. (Paul Rich, President; Johnnie Bezdek, Vice President; David Davenport, Secretary; Karen Vordenbaum, Treasurer.)**

**WORKSHOP AGENDA:**

3. Welcome new Board Member Don King.
4. Receive report from Jaynellen Ladd, Canyon Lake Chamber of Commerce on 2007 Year End expenditures and 2008 Budget. – **Jaynellen reported on revisions to the 2008 advertising Budget, reflecting WORD permit holder specific advertising.**
5. Discussion on allowing Texas Parks and Wildlife Game Wardens use of a portion of the WORD office building for office space. – **Discussion was held on whether TPWD could allocate funds to cover their portion of utility bills and the feasibility of purchasing a travel trailer to place on the WORD property for their use.**
6. Presentation of accounting options for 2008 by Mike Dussere. – **Mike reported on two proposals from accounting firms for oversight of WORD financials for 2008 and the status of in-office Quickbooks financial tracking.**

**ACTION AGENDA:**

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

7. Public Comments.
8. Review, accept, and/or question the Manager's Report. – **Motion by Karen to accept, seconded by Johnnie, MOTION CARRIED.**

9. Reports from Board Members.
10. Approve contract with Canyon Lake Chamber of Commerce. – **Johnnie motioned to approve, Jim seconded, MOTION CARRIED.**
11. Take action on The Shanty audit payment and revocation of permit. – **Jim motioned to accept a complete payment of \$3493.94 to cover the Shanty audit results, late fees, and interest, while waiving a \$250 permit reinstatement fee and all costs associated with performing the audit by WORD staff. Johnnie seconded, MOTION CARRIED.**
12. Authorize a cash reward for information leading to an arrest for vandalism of WORD property. – **Jim motioned WORD authorizes a \$1,000 reward for information leading to an arrest and conviction for vandalism of WORD portable toilets or dumpsters, seconded by Johnnie, MOTION CARRIED.**
13. Take action on request for office space for TPWD. – **Item tabled pending proposal from TPWD Game Wardens and research into other available space within the County.**
14. Approve signage design for River Road. – **Motion by Johnnie for Manager to move forward on River Road signage replacement, seconded by Will, MOTION CARRIED.**
15. Approve cleanup under bridges on Lower Guadalupe. – **Will motioned for Manager to convene meeting with all related agencies for cost-sharing and responsibility of river debris cleanup. In the event no resolution can be reached by April 1<sup>st</sup>, 2008, WORD to have the bridges cleaned. Seconded by Johnnie, MOTION CARRIED.**
16. Authorize release of request for proposals on installation of a fishing pier at Potter's Creek on the north side of Canyon Lake. – **Motioned by Karen, seconded by Jim to release Request for Proposals, MOTION CARRIED.**
17. Authorize signatory approval on bank accounts as required for continuation of WORD accounts at Wells Fargo Bank, First State Bank, Prosperity Bank, and Dominion Investor Services. – **Motion to approve by Karen, seconded by Jim, MOTION CARRIED.**
18. Dismiss all standing committees with thanks.
19. Appoint standing committees chairs, including ad hoc committees, with Board Members and citizen advisors as required, with provision to add additional committee members over the course of 2008. – **Johnnie motioned to keep all 2007 Committee Chairs, with Will taking over the Chair of Planning and Promotions from**

**Crystal. In addition, adding Terry Gillespie to the Law Enforcement and Revenue & Permits Committees, adding Mel Polk to the Governmental Affairs Committee, adding Will Koriath to Law Enforcement and Revenue & Permits Committees. Seconded by Karen, MOTION CARRIED.**

20. Authorize Manager/Assistant Manager use of the WORD Imprest Fund, Gasoline credit cards, the WORD truck, WORD boats and equipment, and the authority to purchase items authorized in the approved 2008 Budget. – **Motion to approve with a revision stating the purchases cannot exceed \$25,000 by Karen, seconded by Jim, MOTION CARRIED.**
21. Authorize fee schedule for legal services in 2008 with Gilman and Clarke, LP. – **Motion to accept by Jim, seconded by Will, MOTION CARRIED.**
22. Take action on accounting options and authorize use of facsimile signature stamps and WORD blank checks for use as payroll and payroll taxes for 2008. – **Motion by Karen to authorize Robnett & Co. to continue using signature stamps and WORD checks on a month to month basis for payroll purposes, seconded by Will, MOTION CARRIED.**
23. Read, correct, and/or modify and approve the December 2007 financial report and authorize submittal of said reports, 2007 receipts and invoices, copies of 2007 minutes, and WORD Imprest Fund records to the Comal County Auditor's Office for its review and written opinion. **Motion to accept by Karen, seconded by Johnnie, MOTION CARRIED.**
24. Read, correct, and/or modify and approve the minutes of the Board meeting of December 13<sup>th</sup>, 2007. – **Motion to approve by Karen, seconded by Johnnie, MOTION CARRIED.**
25. Approve the payment of outstanding claims and accounts of the district. – **Motion to approve by Karen, seconded by Johnnie, MOTION CARRIED.**
26. Adjourn. – **Meeting adjourned.**

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

Dated this 22<sup>nd</sup> day of January, 2008.

Attested: \_\_\_\_\_  
Michael Dussere, General Manager, W.O.R.D.

