

**Kemah Community Development Corporation  
Regular Meeting  
January 13, 2016  
Minutes**

**Audio Recording of KCDC Meeting:**

The file containing the audio recording of the meeting (2016-01-06 KCDC Audio.mp3) is incorporated by reference in this minutes document. The full duration of this file is 23 minutes and 13 seconds. Approximate start times for each section of the meeting are given below to help locate the recording of that section.

KCDC Board President Shawna Reid called the Kemah Community Development Corporation Board Meeting to order at 6:00 p.m. in City Hall. Board Members present were Kim McLean, Mark Kane, Matt Wiggins Jr, and Paul Merryman. Board Members Kyle Burks and Robin Collins were not present. Also in attendance were City Attorney Dick Gregg Jr, City Administrator Wendy Ellis, Community Services Director Nick Haby, and Interim City Secretary Carlene Neeley.

Attendance Sign In Sheet signatures included Wallace Trochesset, Les Hart, Debi Hart, Sylvia Streater, and Doug Meissner.

**1. Invitation to address the Board: 00:00:20**

Sylvia Streater

**2. President's Comments: 00:01:15**

**3. Board Member Comments: 00:03:05**

Board Member Kim McLean

Board Member Mark Kane

Board Member Paul Merryman

Board Member Matt Wiggins, Jr.

**4. Presentations: 00:05:49**

None

**5. Consent Agenda 05:53**

**A. Approval of Minutes**

**B. Approval of Bills**

President Shawna Reid asked if Board Members wanted to remove any other items from the consent agenda. Board Member Matt Wiggins requested that Item 5B be removed.

Motion: To remove the Bills (Item 5B) and then approve the remaining consent

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agenda (Item 5A)

Made By: Board Member Mark Kane

Seconded By: Board Member Matt Wiggins

Vote: **Motion carried unanimously** by all Board Members present.

**6. City Engineer's Report**

*00:10:45*

**7. Discussion and possible action to approve Bid Tabulation and Recommendation for Award for Construction of Bayshore Concrete Rehabilitation**

*00:12:25*

Motion: To approve Bid Tabulation and Recommendation for Award for Construction of Bayshore Concrete Rehabilitation

Made By: Board Member Paul Merryman

Seconded By: Board Member Kim McLean

Vote: Matt Wiggins recused himself from the vote. **Motion carried unanimously** by all remaining Board Members present.

**8. Discussion and possible action to approve an engineering contract with LJA Engineering, Inc. to provide recommendations for revisions to the City's Floodplain and Storm Water Management Ordinances**

*00:15:40*

Motion: To approve an engineering contract with LJA Engineering, Inc. to provide recommendations for revisions to the City's Floodplain and Storm Water Management Ordinances (not to exceed \$10,000)

Made By: Board Member Matt Wiggins

Seconded By: Board Member Mark Kane

Vote: **Motion carried unanimously** by all Board Members present.

**9. Discussion and possible action to approve an engineering contract with LJA Engineering, Inc. to perform a drainage study for West Kemah**

*00:19:10*

Motion: To approve an engineering contract with LJA Engineering, Inc. to perform a drainage study for West Kemah

Made By: Board Member Matt Wiggins

Seconded By: Board Member Paul Merryman

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Vote:           **Motion carried unanimously** by all Board Members present.

**17. Adjournment**

***00:23:00***

Motion:        To adjourn

Made By:       Board Member Matt Wiggins

Seconded By:  Board Member Paul Merryman

Vote:           **Motion carried unanimously** by all Board Members present.

Board was adjourned at 6:23 pm.

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**Signature Page:**

APPROVED: Shawna K. Reed

DATE: 2/10/15

ATTEST: Valene A. Kelley