

**Kemah Community Development Corporation  
Regular Meeting  
March 9, 2016  
Minutes**

**Audio Recording of KCDC Meeting:**

The file containing the audio recording of the meeting (2016-03-09 KCDC Audio.mp3) is incorporated by reference in this minutes document. The full duration of this file is 1 hour 3 minutes and 18 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 Special Workshop Meeting to order at 6:00 p.m. in City Hall. Board Members present were Kim McLean, Robin Collins, Mark Kane, and Paul Merryman. Board Members Matt Wiggins Jr and Kyle Burks were not present. Also in attendance were City Attorney Dick Gregg Jr, City Administrator Wendy Ellis, Community Services Director Nick Haby, City Engineer Jimmy Thompson, and Interim City Secretary Carlene Neeley.

**1. Invitation to address the Board: 00:00:10**

Sylvia Streater – Eggstravaganza 3/19, Cops and Crawfish 4/16, Thanks to Kemah Boardwalk

**2. President's Comments: 00:02:20**

Crawfish Festival 4/1-3

Triathlon 4/23-24

**3. Board Member Comments: 00:03:33**

Board Member Robin Collins

Board Member Kim McLean

Board Member Mark Kane

Board Member Paul Merryman

**4. Presentations: 00:05:39**

None

**5. Consent Agenda 00:05:40**

**6. A. Approval of Minutes**

1. 2016-02-10 KCDC Workshop Minutes

2. 2016-02-10 KCDC Minutes

**B. Approval of Bills (Not available)**

President Shawna Reid asked if Board Members wanted to remove any other items from the consent agenda. No items were removed.

Motion: To approve the consent agenda

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Made By: Board Member Kim McLean

Seconded By: Board Member Robin Collins

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

**7. Economic Development Director Report**

*00:06:38*

- Krusty Krab – no contacts
- 18 residential properties and 5 commercial in development pipeline
- MyGov – Live 3/1 – there are new forms
- TxDOT Meeting Review – 146 project to be let in 2018, drafting formal letter to make requests
- Business After Hours Alliance – maybe change program to have value added – e.g. Social Media Workshop
- Bayshore construction, starts next Monday
- Candidate forum on 4/19 at Community Center

**8. City Engineer Report**

*00:22:35*

- Bayshore Paving – starts Monday
- Cien/Meadow – Design about 60% complete'
- West Kemah Drainage – survey is complete
- Visitor Center restrooms – Plans are 70% complete; will look into putting into HOT funding
- Flood Plain study – meeting next week

**9. Consideration and possible action on approval of LJA Assignment Letter for Anders Widening Exhibits**

*00:24:10*

Motion: To approve the LJA Assignment Letter for Anders Widening Exhibits (Conceptual Design)

Made By: Board Member Paul Merryman

Seconded By: Board Member Kim McLean

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

**10. Consideration and possible action on approving expenditure by KCDC to install speed humps for Kemah Oaks per request from HOA (one behind the backstop near pool on Kemah Oaks Drive and one approximately 20' to**

*00:26:39*

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**the south of the corner of Kemah Oaks Drive and Oak Berry)**

Discussion indicated that the Board did not think that a study was needed since the HOA had requested specific locations.

Motion: To approve expenditure not to exceed \$3500 to install requested speed humps

Made By: Board Member Robin Collins

Seconded By: Board Member Paul Merryman

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

**11. Consideration and possible action on approving expenditure of funds for Cien Park improvements up to \$5250.00 00:28:21**

Motion: To approve expenditure not to exceed \$5250 for Cien Park improvements

Made By: Board Member Paul Merryman

Seconded By: Board Member Mark Kane

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

**12. Consideration and possible action on developing a comprehensive plan for park maintenance and capital improvements 00:32:17**

The Board requested additional discussions and feedback, but took no action.

**13. Consideration and possible action to authorize expenditure on signage to Carolyn Street free parking 00:36:34**

Motion: To authorize expenditure not to exceed \$5,000 on signage to Carolyn Street free parking

Made By: Board Member Paul Merryman

Seconded By: Board Member Robin Collins

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

**14. Consideration and possible action on development of a way-finding signage program 00:47:15**

After discussion, the Board requested that Staff study the issue and make a report on their findings.

**15. Discussion and scheduling of April Strategic Planning Workshop for 2016- 00:57:09**

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**2017 Program of Work**

Staff was directed to send email delineating date choices and arriving at a schedule.

**16. Adjournment**

***01:02:23***

Motion: To adjourn

Made By: Board Member Robin Collins

Seconded By: Board Member Mark Kane

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

Board was adjourned at 7:03 pm.

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**Signature Page:**

APPROVED: Shawna K. Reed

DATE: 5/19/2016

ATTEST: Carolyn Anderson