

**Kemah Community Development Corporation**  
**Regular Meeting**  
**May 11, 2016**  
**Minutes**

**Audio Recording of KCDC Meeting:**

The file containing the audio recording of the meeting (2016-05-11 KCDC Audio.mp3) is incorporated by reference in this minutes document. The full duration of this file is 0 hour 50 minutes and 41 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 Mark Kane, Kim McLean, Kyle Burks and Matt Wiggins, Jr. Paul Merryman and Robin Collins were absent. Also in attendance were City Attorney Dick Gregg Jr, City Administrator Wendy Ellis, Community Services Director Nick Haby, City Engineer Jimmy Thompson, and City Secretary Carolyn Anderson.

**1. Invitation to address the Board: 00:00:48**

Sylvia Streater – Thanks to the Board for their service. Thanks to Kemah Boardwalk

Mayor Joiner – Update on the May 7<sup>th</sup> Election. Congratulations and thanks to Karlie Hay for representing the City and winning Miss Kemah Teen. Mayor Joiner asked that the Board continue supporting the program.

**2. President's Comments: 00:02:11**

Welcome to everyone. Welcome to new City Secretary Carolyn Anderson and newly-elected Council members.

Kemah CPAAA Cops and Crawfish well attended. Triathlon also went well. April 21<sup>st</sup> KCDC hosted a Tourism Currents seminar regarding using social media in the tourism industry. The group is interested in a seminar quarterly.

End of school is approaching – be mindful of the kids out of school

**3. Board Member Comments: 00:03:34**

Board Member Matt Wiggins

Board Member Kyle Burks

Board Member Mark Kane

Board Member Kim McLean

**4. Presentations: 00:07:40**

None

**5. Consent Agenda 00:07:43**

**6. A. Approval of Minutes**

1. 2016-02-10 KCDC Workshop Minutes

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2. 2016-02-10 KCDC Minutes

**B. Approval of Bills** (\$273,127.79 – October 2015 – March 2016 Bills)

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

Made By: Board Member Matt Wiggins

Seconded By: Board Member Kyle Burks

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

**9. Consideration and possible action to Approve Funds for the Miss Kemah Pageant** *00:8:10*

City Administrator Wendy Ellis outlined the history of the budget process, including the \$10,000 funds appropriated for the Miss Kemah Pageant. She also stated that the initial request was for \$17,000 and that the pageant representatives have reworked their numbers and are currently seeking \$10,000. Mrs. Ellis also outlined the proposed orientation process that will be implemented and used by the contestants to promote the City of Kemah to help utilize the pageant in the marketing and promotion efforts.

Ms. Kelly Williams, pageant coordinator, shared with Council the history of the pageant and the background for promoting the City of Kemah. She introduced Miss Karlie Hay – Miss Kemah Teen 2015 and Miss Texas Teen USA 2016. Miss Hay will be competing for Miss Teen USA this summer. Pageant Director Denise O'Brien also provided a brief history of the program and why she supports the pageant.

A discussion followed by the board members regarding the appropriation and the amount of the funds to be approved. Suggestions were made regarding the proposed review process for the next budget season. The concept of "branding" Kemah was discussed.

Board Member Matt Wiggins stated that he would like to contribute \$1,000 toward the young woman's makeover wish.

Motion: To approve \$10,000.00 for the Miss Kemah Pageant

Made By: Board Member Kyle Burks

Seconded By: Board Member Kim McLean

Vote: **Motion carried:** 4 to 1 with Board Member Matt Wiggins voting "Present"

**8. City Engineer Report**

*00:34:04*

- Bayshore Project – Proceeding well – projected to finish ahead of schedule and under budget

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- Cien/Meadow – Design about 65% complete – will request to bid ahead of schedule
- West Kemah Drainage – survey is complete. Working with TxDOT on the 146 drainage
- Anders Lane – Completed survey of conceptual study. Good engineering budget numbers
- Continuation of work on Ordinance Revisions, Drainage Criteria Update and Floodplain Update

**7. Economic Development Director Report**

**00:37:40**

- City Staff and Mayor met with TxDOT on review of expansion of Hwy 146. Projected construction to begin in 2018. Staff will continue to work with TxDOT
- Paul Merryman’s regrets for missing meeting – celebrating he and his wife’s 25<sup>th</sup> wedding anniversary
- Update on \$1.7 million expenditures for upcoming capital projects. Projected budget adjustment to Council for approval to come from HOT funds
- Update on work with developers on the 88 acres and the 30 acres.
- Attendance by City Administrator and KCDC Board President Shawna Reid at BAHEP and future coordination with BAHEP
- Possible line item in KCDC budget to address strategic planning goals
- Candidate forum on 4/19 at Community Center
- Update on RFQ for landscape architects – committee made up of KCDC, Council and staff that will review for recommendations back to KCDC and Council
- Discussion of business retention line item – suggestion to include recruitment

**16. Adjourn**

**00:50:41**

Motion: To adjourn

Made By: Board Member Kyle Burks

Seconded By: Board Member Mark Kane

Vote: **Motion carried:** 4 to 1 with Board Member Matt Wiggins voting “Present.”

Board was adjourned at 6:50 p.m.

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**Signature Page:**

APPROVED: Shawna Reed

DATE: 8/17/16

ATTEST: Candlyn Anderson