

**Workshop  
City of Kemah City Council  
Kemah Public Facilities Corporation  
Kemah Public Facility Transportation Corporation  
June 15, 2016  
Minutes**

**Audio Recording of Council Meeting:**

The file containing the audio recording of the meeting (2016-06-15 Council Workshop Audio.mp3) is incorporated by reference in this Minutes document. The full duration of this file is 0 hours 52 minutes 53 seconds. Approximate start times for each section of the meeting are given below to help locate the recording of that section. Note: the quality of this audio recording is very poor.

Mayor Carl Joiner called the joint Kemah Council/Kemah Public Facilities Corporation/Kemah Public Facility Transportation Corporation Workshop Meeting to order at 5:30 p.m. in the Council Chambers in Kemah City Hall. Present were City Council Members Teresa Vazquez-Evans, Wanda Zimmer, Kyle Burks, and Robin Collins. Council Member Matt Wiggins arrived at 5:36 p.m. Mayor Carl Joiner declared a quorum. Also in attendance were City Attorney Dick Gregg Jr, City Administrator Wendy Ellis, Community Services Director Nick Haby, Finance Director/HR Ana Davis and City Secretary Carolyn E. Anderson

**1. Discussion of procedures for makeup of the KCDC board and filling 00:00:33 vacancies on the KCDC board**

City Administrator Wendy Ellis provided Council with the history and explanation of the process for the appointments to the KCDC Board of Directors. She referenced the 2011 changes to the KCDC Articles of Incorporation regarding the number of Council members who could serve and how the Articles of Incorporation outlined consecutive terms. The Articles also identified the current members of the KCDC Board at the time and the guidelines for filling an unexpired term.

Mrs. Ellis stated that, after a review by staff, it was established that KCDC Position 1, 2, and 3 expire the last day of February 2017. Positions 4, 5, 6, and 7 expired the last day of February 2016. The action this evening would be to appoint members to Positions 4, 5, 6 and 7. In addition, Kim McLean who serves in Position 3 has tendered his resignation to the KCDC board, creating another vacant position. Mrs. Ellis advised Council that, after the May 2015 election, there now exist a quorum of Council members on the KCDC board. She also advised Council regarding the State statutes which do not specifically prohibit a quorum of Council on the KCDC board of directors. However, a quorum of Council on the KCDC board of directors will require additional posting by staff. Mrs. Ellis outlined the current board members and their dates of expiration.

Mrs. Ellis addressed the questions by Council regarding the conflicting documentation on the history of the KCDC terms. Council Member Wiggins recommended establishing staggered terms. City Attorney Dick Gregg, Jr., recommended filling the vacant terms this evening and reviewing the Articles and By Laws for a future meeting.

Mayor Joiner recommended re-appointing Shawna Reid to KCDC. Council Member Kyle Burks made the suggestion that Council make the appointments in June, following the May election. He asked that Council recommend how many Council. Council Member Zimmer encouraged Council to consider all of the applicants who have submitted applications, including other boards and commission within the City. Council Member Vazquez-Evans

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shared her thoughts on maintaining the continuity of the KCDC Board of Directors. A discussion was had regarding the process going forward between the Council and KCDC and the number of Council Members serving on the KCDC board of directors and the residency requirement. Mayor Joiner recommended a committee be formed to review the process for KCDC board appointments. A discussion followed among Council regarding the questions that will be asked of the candidates.

**2. Interviews for KCDC positions**

*00:44:44*

At this time the six prospective candidates exited to the Conference Room. The following candidates were presented with the questions by City Administrator Wendy Ellis and interviewed by the City Council individually: John L. Conrad, Les Hart, Kelley Dawson, Doug Meisinger, Bill Minak and Isaac Saldana

**3. Discussion of Ordinance Review Process – Postponed to a later date**

**4. Discussion of a Date and Time for Third Planning Session with Ron Cox Consulting – Postponed to a later date**

**5. Adjournment**

*01:18:30*

Mayor Joiner asked that Council adjourn at this time to proceed with the regular Council meeting. He asked that Items 3 and 4 of the Agenda be considered at the next meeting  
The workshop was adjourned at 6:48 pm.

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**Signature Page:**

APPROVED: Carl A. Jiri      DATE: 7/6/16

ATTEST: Cynthia Anderson