



MINUTES OCTOBER 6, 2021

Regular Kemah City Council Meeting Kemah Public Facilities Corporation

Mayor Carl Joiner called the Kemah Council Meeting/Kemah Public Facilities Corporation Meeting to order at 6:00 pm in the Council Chambers in Kemah City Hall. Present were City Council Members Teresa Vazquez-Evans, Robert P. Kelly, Doug Meisinger, Robin Collins, and Isaac Saldaña. Also in attendance were City Attorney Dick Gregg III, City Administrator Walter Gant, Police Chief Holland Jones, Accounting and HR Manager & Interim City Secretary Chandra Jobb, Building Official/Fire Marshal Brandon Shoaf, Finance Director Kendra Murphy, IT Operations Director Bobby Hurman and Court Administrator Gerri Alfaro. *(The time in italics on each item indicates the approximate start time of the section in the associated audio file.)*

1. 00:00:00 Pledges

Pledges led by Robin Collins

2. 00:00:55 Moment of Silence

3. 00:01:25 Invitation to Address Council

1. Gary Day: STR's – strengthening of the STR ordinance is needed and there is a lack of enforcement of said ordinance.
2. Pepper Coffee: Praise of National Night Out
3. Terri Turon: Thank City Staff, PD, and Council. Excited about completion of budget. Excited for growth and promotion of Police Department. Congratulations to new and existing employees for placements/promotions.
4. Daniel Conrad: Thank you City Staff, Chief, Officers, Fire Department and Council for a successful National Night Out. Thank you Council for accomplishments. Looks forward to transparency, coordination and the following of Robert's Rules of Order.
5. Deanna Lopez: Would like to shut down Bradford Ave between 6th and 7th streets for Market Days on the 3rd Saturday of each month.
6. John Siewers: Yachty Gras – will speak at time of agenda item.
7. Shelia Thorne: Congratulations to Chief of Police for bold initiatives. Request that financials be online. Request core sample of 57 acre park be completed.
8. Steve McGough: Request support from Council for the Chief of Police and Staff.

4. 00:13:00 Council Members Comments and Announcements

Council Member Teresa Vazquez-Evans:

- Echo praise for National Night Out.
- Thank you to all hosts.
- Compliment Chief Jones for current staffing success.



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Council Member Robert P. Kelly:

- National Night Out - great success
- Welcome Chief Jones - you have my full support
- Welcome to residents and guests

Council Member Doug Meisinger:

- Echo comments regarding National Night Out
- Impressed with number of officers in attendance
- Hats off to staff
- Great job Chandra

Council Member Robin Collins:

- Doug stole my comments
- Welcome new recruits
- I support the efforts of the P.D.
- Thank you Chandra

Council Member Isaac Saldaña:

- Proud of the Police and Chief
- Thank you Gary Day for the STR update
- Thank you Shelia Thorne for the bore sample request reminder
- Request that comments be limited to 2 per item and 5 minutes, following Robert's Rules of Order

5. 00:19:00 **Mayor's Comments:**

- Welcome and nice to see a big crowd
- We had a successful National Night Out
- Feel like things are looking up in Kemah. We have a new Sheriff in town and look forward to working with you.
- October Newsletter coming soon.
- Meeting with Darryl at Galveston County to discuss funding for projects.



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6. 00:20:00 Motion: To rearrange agenda item order

Motion: To move up agenda items #25, #18, #12, #24, #11

Made By: Council Member Doug Meisinger

Seconded By:

Vote: **Motion failed** due to lack of 2nd

Motion: To move up agenda items #10 A, #10B, #18, #24, #25, #11, #12

Made By: Council Member Teresa Vazquez-Evans

Seconded By: Council Member Robert Kelly

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

7. 00:24:00 Consent Agenda

A. Approve the Final Plat for Tran Estates (Staff)

B. Approve Yachty Gras HOT Fund Application (Staff)

Motion: To approve consent agenda item #10 A and remove item #10 B for further discussion

Made By: Council Member Teresa Vazquez-Evans

Seconded By: Council Member Robert Kelly

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

Motion: To approve \$10,000 for Yachty Gras HOT fund event

Made By: Council Member Isaac Saldaña

Seconded By:

Vote: **Motion failed** due to lack of 2nd

Motion: To approve \$5,000 for Yachty Gras HOT fund event

Made By: Council Member Robert Kelly

Seconded By: Council Member Doug Meisinger

Vote: **Motion carried** 3 to 2 with Council members Teresa Vazquez-Evans and Isaac Saldaña voting nay.

8. 00:41:00 Consideration and Possible Action: To approve dates, times, and location of Toucan Alley Market Days. (Staff)

Motion: To approve the 3rd Saturday of each month, 10/16/2021, 11/20/2021, 12/18/2021, 1/15/2022, 2/19/2022 from noon to 6:00 p.m. with street closures pending Chief approval.

Made By: Council Member Robin Collins

Seconded By: Council Member Robert Kelly

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



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9. 00:58:00 Consideration and Possible Action: On Event Planning and Marketing for Kemah. (Vazquez-Evans)

Motion: For City Administrator to bring back a revised event planning and marketing plan.

Made By: Council Member Isaac Saldaña

Seconded By: Council Member Teresa Vazquez-Evans

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

10. 01:05:00 Consideration and Possible Action: Of an update on the status of the listed property behind Shoppes of Kemah. (Meisinger)

No Action

11. 01:10:00 Discussion: Of City of Kemah Audit Presentation (staff)

Motion: To approve FY 2020-2021 Audit Report

Made By: Council Member Teresa Vazquez-Evans

Seconded By: Council Member Isaac Saldaña

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

12. 01:10:00 Consideration and Possible Action: To approve McCall, Swedlund, Barfoot PLLC to prepare the City of Kemah FY 2020-2021 audit. (staff)

Motion: To approve engagement letter for McCall, Swedlund, Barfoot PLLC to prepare the City of Kemah FY 2020-2021 audit with interim review.

Made By: Council Member Teresa Vazquez-Evans

Seconded By: Council Member Doug Meisinger

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

13. 01:31:00 City Administrator Report

- MDR Website update: Robin Collins
- Financials: None
- Economic Development: None
- Events and Operations: Welcome to Gerri Alfaro, our new Court Administrator
- Technology Department:
 - Quote received for Lighthouse District sign damaged by Hurricane Nicholas, No ETA yet for date of repair
 - Cyber Security Training Campaign
 - Technology transition in Court – new lap top station

14. 01:47:00 CIP

- Will discuss in agenda item



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15. 01:47:00 Police and Emergency Management Report

- Recognized new staff members and promotion of existing employees
 - Lieutenant Meek
 - Officer Ruiz
 - Sergeant Ortiz
 - Sergeant Torres
 - Lieutenant Thomas
 - 1. Daily Activity Report
 - 2. 180 Day transition plan
 - 3. Time Sheet
 - 4. Overtime Request Form
 - 5. Off Duty Request Form
 - 6. Roll Call Form
 - 7. Vehicle Maintenance Request Form
 - 8. Kemah Police Department Training Request Form
-
- Emergency Services: None

16. 01:59:00 Fire Department Report

- None

17. 02:01:00 Consideration and Possible Action: to schedule Council Meetings for the remainder of the year. (staff)

Motion: To approve 1 meeting in November and December on the 1st Wednesday of the month and 2 meetings in October.

Made By: Council Member Doug Meisinger

Seconded By: Council Member Robert Kelly

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

18. 02:03:00 Consideration and Possible Action: To approve LJA Engineering contract dated 06/29/2021 for Harris Avenue. (Joiner)

Motion: To table the item

Made By: Council Member Isaac Saldaña

Seconded By: Council Member Robin Collins

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

19. 02:04:00 Consideration and Possible Action: To approve the First and Final reading of the Ordinance 1193 – Food Trucks. (Kelly)

Motion: To approve the First and Final reading of the Ordinance 1193 – Food Trucks while repealing the previous food truck ordinance.



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Made By: Council Member Robert Kelly
Seconded By: Council Member Doug Meisinger
Vote: **Motion carried** unanimously by all Council Members present.

20. 02:05:00 Consideration and Possible Action: to appoint members to the HOT Fund Committee. (Collins)

Motion: To approve the following members to the HOT Fund Committee

- Robert Gregory
- Dave Clark
- Janice Bevin
- Archie Patterson
- 3 hoteliers

Made By: Council Member Robin Collins
Seconded By: Council Member Isaac Saldaña
Vote: **Motion carried** unanimously by all Council Members present.

21. 02:14:00 Consideration and Possible Action: on Staff Communications/Report to City Council. (Vazquez-Evans)

Motion: To approve more detailed reports from Staff to City Council
Made By: Council Member Teresa Vazquez-Evans
Seconded By: Council Member Isaac Saldaña
Vote: **Motion carried** unanimously by all Council Members present.

22. 02:19:00 Adjourn

Motion: To adjourn
Made By: Council Member Robin Collins
Seconded By: Council Member Doug Meisinger
Vote: **Motion carried** unanimously by all Council Members present.

Council was adjourned at 8:19 pm.

Items on the agenda that were not discussed and had no action are listed below:

15. Discussion: On Mayor requesting that the City Administrator and Police Chief prepare a deficiency report on City Hall. (Joiner)



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16. Consideration and Possible Action: To begin the process for recognizing Employees of the Month. HR and the City Administrator will develop the criteria for selection. (Joiner)

17. Consideration and Possible Action: To allow Administrative Staff advanced training to further develop their skills. (Joiner)

21. Consideration and Possible Action: To acquire a formal review and/or audit of all policies and procedures of the City of Kemah. (Collins)

22. Discussion: Of Bay Area Houston Convention and Visitors Bureau Budget, Projected Revenues and Fund Balances. (Collins)



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Signature Page:

APPROVED: Case A. Jori DATE: 10/26/21

ATTEST: Chandra Jell