



*Kemah  
Meeting*

*6:00p.m.  
04/15/2020*



## AGENDA

**Notice of Regular Meeting  
APRIL 15, 2020 – 6:00 p.m.**

**BOARD OF THE  
KEMAH COMMUNITY DEVELOPMENT CORPORATION**

**Council Chambers, Kemah City Hall,  
1401 State Hwy 146, Kemah, Texas**

**Doug Meisinger – President**

*(Position 3)*

<i>Les Hart</i>	<i>Kelley Dawson</i>	<i>Steve McGough</i>	<i>Isaac Saldaña</i>	<i>Amanda Allen</i>	<i>Jacob Bigger</i>
<i>Position 1</i>	<i>Position 2</i>	<i>Position 4</i>	<i>Position 5</i>	<i>Position 6</i>	<i>Position 7</i>

*In accordance with the Texas Open Meetings Act the agenda is posted for public information, at all times, for at least 72 hours preceding the scheduled time of the meeting on the bulletin board located on the front exterior wall of the City Hall Building, except in case of emergency meetings or emergency items posted in accordance with law. This facility is wheelchair accessible and accessible parking spaces are available. Requests for other accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary's Office at (281)334-1611 or Fax (281)334-6583 for further information.*

### **1. Call to Order**

### **2. Invitation to Address Board**

(State law prohibits the members of the Board from commenting on any statement or engaging in dialogue without an appropriate agenda item being posted in accordance with the Texas Open Meetings Law. Comments should be directed to the entire Board, not individual members. Engaging in verbal attacks or comments intended to insult, abuse, malign or slander any individual shall be cause for termination of speaking privileges and expulsion from Council Chambers. Your comments are limited to two (2) minutes.)

### **3. Board Member Comments**

### **4. President's Comments**

A. Special thanks to Keith Mercado

### **5. Staff Report**

### **6. Kemah Merchant's Association Update**

### **7. Consent Agenda**

- A. Approval of Minutes
  - 2020-01-15 KCDC Minutes
  - 2020-02-19 KCDC Minutes
- B. Quarterly Investment Report
  - January – March 2020

### **8. Consideration and Possible Action: on FY 2018-2019 Audit Engagement Letter**

### **9. Consideration and Possible Action: on approval of the McCall Swedlund FY 2018-2019 Annual Audit**

### **10. Consideration and Possible Action: on approving KCDC website design and new logo.**

**11.Consideration and Possible Action: on matching the Kemah Merchants Association donation of \$500 for a raffle to be held at the Kemah Crawfest (Date TBD).**

**12.Adjourn**

To teleconference into the Meeting you can choose an option below:

Online: <https://global.gotomeeting.com/join/242914221>

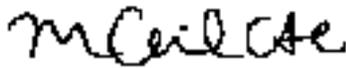
Phone: United States (Toll Free): 1 866 899 4679

United States: +1 (669) 224-3319

Access Code: 242-914-221

**CERTIFICATION**

I certify that the above notice of meeting was posted for public review on the 10<sup>th</sup> day of April, 2020 before 6:00 P.M.



\_\_\_\_\_  
Melissa Chilcote, City Secretary

04/10/2020  
\_\_\_\_\_  
Date

I certify this notice was removed by me from the Kemah City Hall bulletin board on the \_\_\_\_ day of \_\_\_\_\_, 2020. \_\_\_\_\_



## #7A Approval of Minutes

### Consent Agenda Item #7A: Minutes

- 2020-01-15 KCDC Minutes
- 2020-02-19 KCDC Minutes



## **KCDC Agenda Item #7B Investment Report**

Consent Agenda Item #7B: Investment Report -  
January – March 2020 Investment Report

**KEMAH COMMUNITY DEVELOPMENT CORP  
 QUARTERLY INVESTMENT REPORT-  
 JANUARY - MARCH 2020**

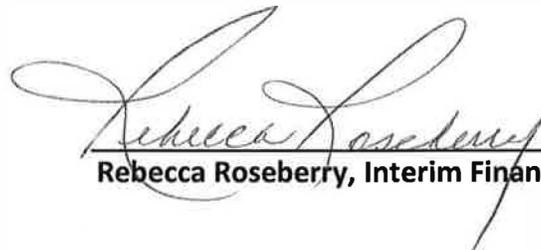
**CERTIFICATES OF DEPOSIT:**

**Current Interest Rate** **0.05%**

<b>Certificate Number:</b>	<b>1933 BOOK VALUE</b>	<b>1882 BOOK VALUE</b>
<b>Ending Balance 12/31/2019</b>	<u>\$ 767,758</u>	<u>\$ 211,843</u>
<b>Deposits</b>	-	
<b>Withdrawals</b>	-	
<b>Interest Earned</b>	<u>862</u>	<u>157</u>
 <b>Ending Balance 03/31/2020</b>	 <u><u>\$ 768,620</u></u>	 <u><u>\$ 212,000</u></u>

**This report meets the requirements of Section 2256.023 sub section (a) of the Public Funds Investment Act "INTERNAL MANAGEMENT REPORTS" that requires "not less than Quarterly Investment Reports."**

\_\_\_\_\_  
**Doug Meisinger, President**

  
 \_\_\_\_\_  
**Rebecca Roseberry, Interim Finance Director**



**KCDC Agenda Item #8 Audit Engagement Letter**

*Once form is complete and departmental clearances are obtained, this form should be forwarded to the City Secretary as soon as possible prior to the date that the item is expected to be placed on the City Council agenda.*

Date requested for City Council consideration: 04/15/2020

Prepared by: *Melissa Chilcote*

Subject: *Approval of Engagement Letter for 2018-2019 Fiscal Year End Audit for KCDC*

Proceeding: Consideration and possible action

Originating Department: *Finance*

Plan Reference: 17SP- or 17OP-26

Texas Ethics Commission Form 1295 required? *NO*

If YES, is copy of Form attached? Contract Identification Number on Form:

City Attorney Review:

Expenditure Required: \$ Amount Budgeted: \$

Appropriation Required: Source of Funds:

Finance Approval:

City Administrator Approval:

**SUMMARY / ORIGINATING CAUSE**

Engagement letter to approve 2018-2019 Annual KCDC Financial Audit

**IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY**

Review of KCDC 2018-2019 year end financials.

**RECOMMENDATIONS**

Approve agreement of McCall Gibson Swedlund Barfoot PLLC 2018-2019 Engagement Letter.

**ATTACHMENTS**



# Kemah Community Development Corporation Agenda Item #9 FY 2018-2019 Audit Report

*Once form is complete and departmental clearances are obtained, this form should be forwarded to the City Secretary as soon as possible prior to the date that the item is expected to be placed on the City Council agenda.*

Date requested for KCDC consideration: 04/15/2020

Prepared by: Melissa Chilcote

Subject: McCall Swedland 2018-2019 Audit Report

Proceeding: Consideration and Possible Action

Originating Department: Finance

Plan Reference: 17SP- or 17OP-26

Texas Ethics Commission Form 1295 required? *NO*

If YES, is copy of Form attached? Contract Identification Number on Form:

City Attorney Review:

Expenditure Required: \$ Amount Budgeted: \$

Appropriation Required: Source of Funds:

Finance Approval:

City Administrator Approval:

### SUMMARY / ORIGINATING CAUSE

Our auditors have completed their audit of FY 2018-2019 and will be in attendance to review their preliminary report with KCDC.

### IMMINENT CONSEQUENCES / BENEFIT TO COMMUNITY

Annual audits are a necessary procedure to ensure proper stewardship of public revenue and assets.

### RECOMMENDATIONS

Review the report with the auditors and take any necessary actions needed toward acceptance of the audit

### ATTACHMENTS