

NOTICE OF LA MARQUE
CEMETERY BOARD MEETING
BY TELEPHONE CONFERENCE

In accordance with order of the Office of the Governor issued March 16, 2020, the Cemetery Board of the City of La Marque will conduct a Regular meeting scheduled for April 1, 2021 at 6:00 PM by telephone and video conference in order to advance the public health goal of limiting face-to-face meetings to slow the spread of the Coronavirus/COVID-19. This Notice, the meeting agenda, and the agenda packet can be found online at:

<https://ci.la-marque.tx.us/AgendaCenter>

THERE WILL BE NO PUBLIC ACCESS TO CITY HALL DURING THE MEETING.

The public will be permitted to offer public comments telephonically as provided below and as permitted by the Chairperson during the meeting. A recording of the telephonic meeting will be made and will be available to the public in accordance with the Open Meetings Act upon written request.

THE PUBLIC TOLL-FREE DIAL-IN NUMBER TO PARTICIPATE IN THE MEETING IS:
1 (346) 248-7799

ONCE YOU ARE CONNECTED, YOU MUST ENTER THE FOLLOWING:

Meeting ID: 928 8738 5489

Press *6 to mute or unmute your phone line. You may also connect to the meeting on your smartphone, tablet or computer by going to the following internet address:

<https://zoom.us/j/92887385489>

Once you are on the website, you may need to enter the following:
Meeting ID: 92887385489

If you require accommodation to participate in this meeting, contact Venisha Henderson at 409-938-9282 or v.henderson@cityoflamarque.org at least 48 hours prior to the meeting start time.



1111 Bayou Road
La Marque, Texas
409-938-9202

*Chairperson Bim Crowder
Kurt Koopmann- Board member*

*Ellen Hanley- Board member
Rosalind Meeks Crockett- Board member
Alanah Brown - Board Member*

**CITY OF LA MARQUE
CEMETERY BOARD
REGULAR MEETING
AGENDA
April 1, 2021**

Notice is hereby given that the City of La Marque Cemetery Board will conduct a Regular Meeting on Thursday, April 1, 2021 at 6:00 p.m. VIA Teleconference, for considering the following agenda:

- (1) CALL MEETING TO ORDER
- (2) ROLL CALL
- (3) MONTHLY FINANCIAL REPORT
 - a. February 2021
- (4) APPROVAL/DISAPPROVAL OF ABSENCES
- (5) MINUTES
 - a. Minutes of Cemetery Board of March 4, 2021
- (6) CITIZENS PARTICIPATION
Comments from the Public (At this time, any person with Board-related business who has signed up may speak to the Cemetery Board (limited to three (3) minutes). In compliance with Texas Open Meeting Act the Cemetery Board may not deliberate on comments. Personal attacks will not be allowed, and personnel matters should be addressed to the City Manager during normal business hours.
- (7) OLD BUSINESS
 - a. Discussion/possible action - Landscaping at La Marque Cemetery.
 - b. Discussion/possible action - Wreaths Across America 2021
- (8) NEW BUSINESS
 - a. Discussion/possible action - To schedule next Cemetery Board meeting



City of La Marque

Balance Sheet

CEMETERY FUND

February 28, 2021

Assets

Current Assets:	Fiscal Year 2021
Cash	22,351.69
Investments	2,179.33
Inventories	-
Accounts Receivable	-
Pre-Paid Expenses	-
Other	-
Total Current Assets	24,531.02

Total Assets **24,531.02**

Liabilities and Fund Balance

Current Liabilities:	Fiscal Year 2021
Accounts Payable	-
Other	-
Total Current Liabilities	-

Fund Balance:	Fiscal Year 2021
Available Fund Balance	40,843.01
Current Year Revenue/Expenses	(16,311.99)
Total Fund Balance	24,531.02

Total Liabilities and Fund Balance **24,531.02**



City of La Marque

Cemetery Fund-February 2021

Accounts	Descriptions	Budget 2020-2021	Current Month	Current Year to Date Actuals	Budget Balance
Revenues					
89-3605-00-00	Interest on Investments	50.00	0.00	0.51	49.49
89-3630-00-00	Administrative fees	0.00	0.00	0.00	0.00
89-3807-00-00	Donations	0.00	0.00	0.00	0.00
89-9001-00-00	Transfer in from General Fund	16,600.00	0.00	0.00	16,600.00
	Total Revenues	16,650.00	0.00	0.51	16,649.49
Expenditures					
89-4048-00-00	Wreath Across America	0.00	0.00	0.00	0.00
89-4049-00-00	Cemetery Board Expenditure	16,600.00	350.00	2,450.00	14,150.00
89-4050-00-00	Cemetery Survey	0.00	12,350.00	13,862.50	(13,862.50)
	Total Expenditures	16,600.00	12,700.00	16,312.50	287.50
	Revenues over (under) Expenditures	50.00	(12,700.00)	(16,311.99)	16,361.99



1111 Bayou
La Marque, Texas 77568
409.938.9202

**CITY OF LA MARQUE
CEMETERY BOARD
REGULAR MEETING
MINUTES
Of
March 4, 2021**

Regular Meeting Minutes of the City of La Marque Cemetery Board held on Thursday, March 4, 2021, beginning at 6:00 p.m. VIA Teleconference with the following members present:

(1) CALL MEETING TO ORDER:

Chairperson Crowder called meeting to order at 6:00 p.m.

(2) ROLL CALL:

PRESENT:

Chairperson Crowder
Board Member Hanley
Board Member Crockett
Board Member Brown

ABSENT:

Board Member Koopmann

STAFF:

Amanda Hobby- Interim Public Works Assistant Director
Venisha Henderson- Public Works Administrative Assistant

(3) MONTHLY FINANCIAL REPORT

Board Member Hanley made a motion to approve the Financial Reports for the Months of December 2020, January 2021, and February 2021. Board Member Brown seconded. **MOTION PASSED UNANIMOUSLY.**

(4) APPROVAL/DISAPPROVAL OF ABSENCES

It was the consensus of the Board Members to approve the absence of Board Member Koopmann for March 4, 2021 Meeting.

(5) MINUTES

Cemetery Board Meeting Minutes of February 4, 2021
Board Member Brown made a motion to approve the minutes for February 4, 2021 meeting. Board Member Hanley seconded. **MOTION PASSED UNANIMOUSLY.**

(6) CITIZEN'S PARTICIPATION

None.

(7) OLD BUSINESS



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La Marque, Texas 77568
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- a. Discussion/possible action - Landscaping at La Marque Cemetery
Board Member Brown stated that a company by the name of, "Yard Excellence," went out to the Cemetery to take pictures of where the flower bed would be and E-Mailed her to be sure that was the correct spot. This company is bonded and local that knows the City's purchasing policy and as of now Board Member Brown is waiting on them to give her a bid and a layout concept of the flower bed. Board Member Crockett suggests Pampas Grass that comes in different colors and is easy to maintain. Board Member Brown did make the suggestion to the company as well. No Bids are required if not exceeding \$2,999.99 dollars. Board Member Hanley stated \$1,000.00 dollars is set aside for this project.

- b. Discussion/possible action - Wreaths Across America 2021
Ms. Hobby stated she spoke with the City Manager about the 2021 Wreaths Across America Event and he says the name and where we purchase the wreaths can change but the date for this event has to remain the same, being that this is a National Event. Board Member Brown says she can call to get pricing for Wreaths, and recommends having a subcommittee to count the Veterans at the Cemetery. Ms. Brown suggests having a day set up where kids can come decorate Wreaths and Ms. Hobby says to look into the Oriental Trading Catalog for items to purchase for the kids to use to decorate with. Board Member Crockett asked Ms. Brown to see if the company for the landscaping has Wreaths wholesale. Board Member Hanley will make the call to Rising Star Cemetery to get a count on the Veterans that are buried there.

(8) NEW BUSINESS

- a. Discussion/possible action- To schedule next Cemetery Board meeting.
It was the consensus of the Board Members to hold the next Cemetery Board meeting on Thursday, April 1, 2021.

(9) CHAIRMAN'S REPORT

None

(10) REQUESTS AND ANNOUNCEMENTS

None

(11) ADJOURNMENT

The meeting was adjourned by Chairperson Bim Crowder at 6:45 p.m.

Bim Crowder, Cemetery Board Chairman