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**CITY OF LA MARQUE
CLEAN CITY COMMISSION
REGULAR MEETING MINUTES
OF
April 12, 2017**

Regular Meeting Minutes of the City of La Marque Clean City Commission held on April 12, 2017, beginning at 6:00 p.m. at 1109-B Bayou Road with the following members present:

(1) CALL TO ORDER

Commissioner Carlos Flores called the meeting to order at 6:01 p.m.

(2) ROLL CALL

PRESENT:

Commissioner Carlos Flores

Commissioner Katherine Goodwin

Commissioner David Holmen

ABSENT:

Chairman Joe Compian (excused)

Commissioner Deanie Barrett (excused)

OTHER OFFICIALS/STAFF PRESENT:

Carol Buttler, City Manager

Sherlyn Williams, Revitalization Specialist

Charlene Warren, Assistant to the City Manager/EMC

Roy Robison, Community Service Coordinator

(3) INVOCATION AND PLEDGE OF ALLEGIANCE

Invocation given by Commissioner Holmen. Pledge of Allegiance led by Commissioner Goodwin.

(4) APPROVAL OF MINUTES

Minutes of Regular Meeting of March 8, 2017

Commissioner Goodwin made a motion to approve the Minutes of the Regular Meeting of March 8, 2017, seconded by Commissioner Holmen. **MOTION PASSED UNANIMOUSLY.**

(5) CITIZENS PARTICIPATION

(6) MONTHLY FINANCIAL REPORT

Financial report for February 2017.

No action taken.

(7) **OLD BUSINESS**

- a. Discussion/possible action regarding amending the Code of Ordinances Article II, Sec. 35, of the Clean City Commission ordinance regarding the election/appointment of Vice Chairman and Treasurer.
Commissioner Flores requested that this item be returned on the May agenda.
- b. Discussion/possible action regarding amending the CCC's Mission statement and recommending to City Council.
Commissioner Flores requested that this item be returned on the May agenda.
- c. Discussion/possible action regarding CCC's quarterly report to City Council.
Commissioner Flores requested that this item be returned on the May agenda.
- d. Discussion/possible action regarding ordering the reflective address signs.
Ms. Williams advised the Commission that the sign order had been placed, at a cost of \$630.00, to include shipping. Commissioner Goodwin made a motion to approve, seconded by Commissioner Holmen. **MOTION PASSED UNANIMOUSLY.**
- e. Discussion/possible action regarding advertising for Spring Clean Up day to be held on May 20, 2017.
Public Relations Specialist Colleen Merritt asked the Commission to confirm the date of the Clean Up. She also asked if we were participating with any other organizations so she could write a press release and begin a social media push. Ms. Merritt stated how important it was to get the information out and set the event up for success. Details of the event, such as time, items accepted, etc. were also requested. Ms. Williams stated that she would have Chairman Compian contact Ms. Merritt so he may provide the details. City Manager Buttler added that a shred truck may be included, if enough notice is provided.
- f. Discussion/possible action regarding status of "Being a Good Neighbor Means" pamphlet.
Ms. Williams referred the Commissioners to their meeting packet where Ms. Merritt outlined the City of La Marque Welcome Packet. The pamphlet would be included in the Welcome Packet, just in a different format. Ms. Merritt explained that the Welcome Packet will be provided to each new citizen, and available in both digital and printed formats. The draft would be presented at the May meeting for discussion.
- g. Discussion/possible action regarding update on progress of the community garden.
Ms. Williams explained that copies of the invoices for supplies for the garden are in their packet and that payment would come from the EDC grant. Invoices from La Marque Feed and Supply, Mike Ramirez, and Lowe's totaled \$552.17. Commissioner Holmen made a motion to approve the payment of the invoices, seconded by Commissioner Goodwin. **MOTION PASSED UNANIMOUSLY.**
- h. Discussion/possible action regarding final report on Paint the Town project and whether or not to implement it for 2017.
Ms. Williams received 72 applications for the project and 56 have been completed. She estimated the total cost will be approximately \$18,500.00. Commissioner Flores asked if

there were pictures, to which Ms. Williams responded that she had some, but not all. She also stated the project had a positive response. Ms. Merritt requested before and after pictures for use in launching the next one. Commissioner Holmen made a motion to repeat the program this year, seconded by Commissioner Goodwin. **MOTION PASSED UNANIMOUSLY.**

- i. Discussion/possible action regarding status on how many give away t-shirts the CCC has or needs to order.

Commissioner Flores requested this item to be carried to the May meeting; however, Ms. Merritt advised that if the Commission waited until the May meeting to decide on the order, they would not arrive in time for the May 20th event. City Manager Buttler stated that the order needed to be placed in the next week or so. Commissioner Holmen made a motion to approve ordering the t-shirts, seconded by Commissioner Goodwin. **MOTION PASSED UNANIMOUSLY.**

(8) NEW BUSINESS

- a. Discussion/possible action regarding report on Dickinson's and League City's Household Hazardous Waste Day to be held on April 8, 2017.

Ms. Merritt stated that there was a lot of buzz on social media but no official information had been received. City Manager Buttler suggested we find out when HGAC might offer this grant again. She also mentioned that Steve Carroll with Republic Services also sits on the committee and may be able to get the information for us. Commissioner Flores offered that Mr. Carroll might be able get us a report. He requested that this item be tabled until the May meeting.

- b. Discussion/possible action regarding Clean City Commission 2017-2018 budget requests.

City Manager Buttler advised that the Commission would need money to fund the Paint the Town program, as well as t-shirts, the Christmas Lighting Contest, gift cards for the Clean Up, and parade. Commissioner Flores said that if the signs (reflective address) go well, more people may want them. City Manager Buttler suggested budgeting \$10,000 right now, and asked that Commissioners who are available attend the budget workshop. She also advised that the ladies are diligently asking citizens about donations. At mid-year, additional funds could be requested, if necessary. After some discussion, Mrs. Buttler recommended asking for \$20,000 to cover any expenses. Commissioner Holmen made a motion to approve the request of \$20,000 for the 2017-2018 budget, seconded by Commissioner Goodwin. **MOTION PASSED UNANIMOUSLY.**

- c. Discussion/possible action regarding updating the logo on the Residential/Business Yard of the Month.

Ms. Williams stated that the signs had the old logo. Commissioner Goodwin made a motion to update the signs to the new logo, seconded by Commissioner Holmen. **MOTION PASSED UNANIMOUSLY.**

Ms. Merritt offered to design a new sign. A draft will be brought back to the Commission for review and approval in May.

- d. Discussion/possible action regarding nominations for Residential/Business Yard of the Month.

Ms. Williams stated that Chairman Compian advised her that there is one nomination thus far. Commissioner Goodwin stated that she has seen the signs but wasn't aware as how people got them. Commissioner Flores explained that tours were made through neighborhoods and nominations were made, but since most of the Commissioners work, it's difficult to do it the way they used to do it. Each district has a month assigned. Commissioner Goodwin made a motion to approve the nomination, seconded by Commissioner Holmen. **MOTION PASSED UNANIMOUSLY.**

(9) **REQUESTS AND ANNOUNCEMENTS**

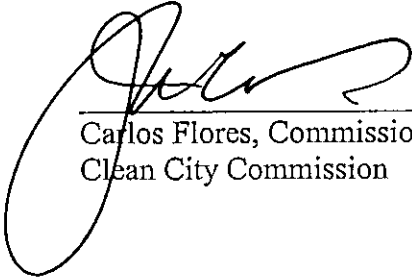
Commissioner Goodwin praised the Library for their Rock & Read Program promotion displayed on the lighted billboard on the freeway. She also shared how much she is enjoying the La Marque Citizens Police Academy.

(10) **EXECUTIVE SESSION**

No Executive Session required.

(11) **ADJOURNMENT**

Commissioner Goodwin made a motion to adjourn at 6:30 p.m., seconded by Commissioner Holmen. **MOTION PASSED UNANIMOUSLY.**



Carlos Flores, Commissioner
Clean City Commission