



1111 Bayou

La Marque, Texas 77568

409.938.9202

**CITY OF LA MARQUE
KEEP LA MARQUE BEAUTIFUL COMMISSION
REGULAR MEETING MINUTES
OF
November 08, 2017**

Regular Meeting Minutes of the City of La Marque Keep La Marque Beautiful Commission held on November 08, 2017, beginning at 6:00 p.m. at 1109-B Bayou Road with the following members present:

(1) CALL TO ORDER

Commissioner Katherine Goodwin called the meeting to order at 6:05 p.m.

(2) ROLL CALL

PRESENT:

Commissioner Carlos Flores
Commissioner Vivian Allen
Commissioner Katherine Goodwin
Commissioner Kimberley Yancy (arrived 6:17pm)

ABSENT:

Commissioner David Holmen
Chairperson Joe Compian

OTHER OFFICIALS/STAFF PRESENT:

Carol Buttler, City Manager
Chiquetter Clayton, Revitalization Specialist

(3) INVOCATION AND PLEDGE OF ALLEGIANCE

Invocation led by Benny Flores (citizen), Pledge of Allegiance led by Commissioner Allen

(4) APPROVAL OF MINUTES

Minutes of Regular Meeting of October 11, 2017

Commissioner Flores made a motion to approve the minutes of October 11, 2017, seconded by Commissioner Flores. **MOTION PASSED UNANIMOUSLY.**

(6) CITIZENS PARTICIPATION

No citizen's participation.

(7) MONTHLY FINANCIAL REPORT(S)

Financial reports for September 2017



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Commissioner Goodwin reviewed the September 2017 with the Commission. Commissioner Allen made a motion to approve the September 2017 financial report, seconded by Commissioner Flores. **MOTION PASSED UNANIMOUSLY.**

(8) OLD BUSINESS

- a. Discussion/possible action regarding Paint the Town Program 2017-2018
- Mrs. Clayton asked the Commission to include the homeowner's phone number on the application and remove Home Depot and add Lowe's as the provider of the paint. After speaking with Mysty Nauck in the Finance Department, she stated she did not want requisitions rolling over into the next fiscal year because it is a problem during the audit process. Ms. Clayton suggested the Commission change the deadlines for processing of applications and do not accept applications if all required documents are not received and return all paperwork with a checklist. The Commission was in agreement with the suggestions Ms. Clayton purposed concerning the application process. Commissioner Goodwin asked, "How are we going to follow-up and make sure they bring the pictures once they complete the painting?" Ms. Clayton stated the phone numbers on the application would help to follow-up on receipts and photos. Commissioner Goodwin expressed the need to get the photos to assist with the Governor's award. She asked, "What are the penalties if the paint is not used by the deadline?" Ms. Clayton said that according to the previous application, the homeowner will be charged full price for the paint purchased by the City of La Marque and if the City is not reimbursed, a lien will be filed on the property.

Commissioner Allen asked, "Did we have any volunteers in place to help the elderly or disabled citizens?" Ms. Clayton suggested that the Commissioners be responsible for volunteers to assist the disabled and the elderly paint their homes. The Commission suggested each member get one team of volunteers to assist our elderly and disabled homeowners.

Ms. Buttler asked "Did Mysty say if there were in problems with the process on how they receive the P O's and how they turn them in?" Ms. Clayton stated she had a short time with Mysty but her main concern was making sure the P O's and receipts were turned in timely and all of the required documents are together. Ms. Buttler asked, "When would the Commission want to get the press release out? She said, "We can ask Colleen to get the word out on social media about the "Paint the Town" Program and recruit volunteers to help paint homes for elderly and disabled." A discussion ensued among the Commissioners on dates and deadlines for the program and a motion was made by Commissioner Allen to start the "Paint the Town" program on January 01, 2018 and all painting to be completed by July 31, 2018, seconded by Commissioner Goodwin. **MOTION PASSED UNANIMOUSLY.** Commissioner Allen made a motion for each Commissioner to recruit a volunteer group to assist the elderly and disabled to paint their homes, seconded by Commissioner



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Goodwin. **MOTION PASSED UNANIMOUSLY.** Commissioner Goodwin made a motion to add a phone number to the application, seconded by Commission Allen. **MOTION PASSED UNANIMOUSLY.**

(9) NEW BUSINESS

- a. Discussion/possible action regarding process for presenting Yard of the Month signs
- Ms. Clayton presented the new signs for the Residential and Business yard of the month. Commissioner Allen asked, "Is there a criteria that we use to choose the yard of the month?" Commissioner Flores said, "Yes, they must have a neat and clean yard, nicely landscaped." Commissioner Yancy asked, "Is the criteria for yard of the month in written form?" Commissioner Flores stated that there are guidelines for businesses and residents to be nominated for yard of the month. Chairperson Compian would be who has them. Commissioner Allen stated she would like to share the criteria with the businesses because they may need a little encouragement to participate in the yard of the month. She stated she would like to bring the information to the businesses to help improve their property so that it will help them qualify for yard of the month while also beautifying the city. Commissioner Yancy proposed we put the criteria in the newsletter and Commissioner Allen suggested we ask Colleen Merritt to put the information on social media. Commissioner Allen asked, "Do we give out a monetary award for the yard of the month?" Commissioner Flores said, "No, we only put the sign in the yard." Commissioner Allen asked, "Are we each responsible for a yard of the month or how does it work?" Commissioner Flores stated each district has two people looking for a yard of the month and at one point we suggested the citizens send in nominations. Commissioner Allen asked, "When are they supposed to have the nomination in to us to be able to have the sign up by the 1st of the month?" Commissioner Flores stated we would pick the house in January for February. Commissioner Allen suggested she take photos for social media to post. She explained any citizen would be proud to have their home and yard featured. Ms. Buttler stated that the pictures could be posted to Facebook, the website and the next edition of the newsletter. Commissioner Flores said, "We need to ask the homeowner for his or her permission before printing or posting their information." Commissioner Allen stated as a member of the Garden Club, she has a flyer she gives to a nominated citizens explaining the criteria for the honor of the nomination of yard of the month. Commissioner Yancy suggested we do a PR campaign during November and December to let the citizens know the criteria for the nominations and push the campaign to make 2018 a big year for the City of La Marque and the Keep La Marque Beautiful Commission. Commissioner Allen asked, "Are we going to have any nominations for the remainder of the year or will we start new in 2018?" Commissioner Flores proposed we start again in the New Year because people are still cleaning up from Harvey and Christmas is upon us. Commissioner Allen said that they need to let everyone know when to have the nominations in for January. Commissioner Goodwin asked, "Do you keep the other nominees information for the next month?" Commissioner Allen replied, "Yes, we will always have a home for the next month."



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Commissioner Flores said that Chairperson Compian has a list of the previous recipients of the residential and business yards of the month. Commissioner Allen made a motion to start the “Yard of the Month, January 2018, all nominations for Yard of the Month should be in by the 15th of the month for the coming month, businesses can be nominated once a year and residents can be nominated every two years, seconded by Commissioner Goodwin. **MOTION PASSED UNANIMOUSLY.**

- b. Discussion/possible action regarding the acceptance of Deanie Barrett’s resignation
Commissioner Goodwin made a motion to accept Deanie Barrett’s resignation, seconded by Commissioner Allen. **MOTION PASSED UNANIMOUSLY.**

(10) CHAIRPERSON’S REPORT

None

(11) PUBLIC RELATIONS REPORT

None

(12) EXECUTIVE SESSION

No Executive Session required.

(13) REQUESTS AND ANNOUNCEMENTS

Carol Buttler announced that the packet is to inform them of the status of the Impact Survey and if they needed to do a follow-up this information, that this may help. She explained that she did not want to include it in the packet because she didn’t want to reveal this information for public record. She said that the City is still working with FEMA.

Commissioner Goodwin stated she was happy with the new trash service and all the cleanup that has been done around the City since the storm.

Commissioner Yancy stated that she has had a unique experience with the city in the last 30 days. “I want to make sure we have positive community interaction with the citizens of La Marque. I do want it on record, that to those of us that are trying to move back here, that there is a certain amount of professionalism and competence we would like to see among the staff that are employed by our tax dollars. Thank you.”

(14) ADJOURNMENT

Motion made by Commissioner Goodwin to adjourn at 6.54 pm, seconded by Commissioner Allen. **MOTION PASSED UNANIMOUSLY.**



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A handwritten signature in black ink, appearing to read "Katherine Goodwin", written over a horizontal line.

Katherine Goodwin Commissioner
KLMB Commission