



**CITY OF LA MARQUE
KEEP LA MARQUE BEAUTIFUL COMMISSION
REGULAR MEETING MINUTES
of
September 16, 2020**

Regular Meeting Minutes of the City of La Marque Keep La Marque Beautiful Commission held on September 16, 2020 beginning at 6:00 p.m. via teleconference (ZOOM), with the following members present:

(1) CALL TO ORDER

Commissioner Katherine Herrin called the meeting to order at 6:02 p.m.

(2) ROLL CALL

PRESENT:

Commissioner Katherine Herrin
Commissioner Terry Pettijohn
Commissioner Tracie Steans
Commissioner Alanah Brown
Commissioner Kimberley Yancy (Arrived 6:30 p.m.)

ABSENT:

Chairman Joe Compian
Commissioner Rebecca Mould

OTHER OFFICIALS/STAFF PRESENT

Council Member Casey McAuliffe
Kathleen Van Stavern, Code Compliance Supervisor
Colleen Merritt, Public Relations Specialist

(3) APPROVAL OF MINUTES

- a. Regular Meeting Minutes of June 10, 2020
- b. Regular Meeting Minutes of July 8, 2020

Commissioner Katherine Herrin asked if there were any corrections to be made to the minutes. Hearing none, Commissioner Herrin made a motion to approve the minutes of the June 10, 2020 Regular Meeting and the minutes of the July 8, 2020 Regular Meeting. Commissioner Alanah Brown seconded the motion.

MOTION PASSED UNANIMOUSLY

(4) PRESENTATIONS

- a. Presentation of the Good Neighbor Awards

Commissioner Brown said that Garrett Bryce said he would create the certificates, and that Brittany Jones would be taught to create the certificates. Code Compliance Supervisor Kathleen Van Stavern said she had not seen any nominations. Brown said she had not received any nominations either. Commissioner Herrin said she had not received any of the e-mails in several months. Supervisor Van Stavern asked for any nominations to be forwarded to her. Herrin said she did not have any nominations, and asked if any other commissioners had nominations. Commissioner Tracie Steans nominated Elaine Triplett. Commissioner Steans said that Ms. Triplett lives on FM 1765, and puts names of those who have passed away on her fence. Commissioner



Herrin agreed. Commissioner Brown said she would make the certificate to send to Supervisor Van Stavern for printing and lamination.

(5) CITIZENS PARTICIPATION

No citizens requested to address the commissioners.

(6) MONTHLY FINANCIAL REPORT

a. Financial Report - June 2020

b. Financial Report - July 2020

Commissioner Brown presented the Financial Reports for June 2020 and July 2020.

Commissioner Herrin made a motion to approve the Financial Reports for June 2020 and July 2020. Commissioner Terry Pettijohn seconded the motion.

MOTION PASSED UNANIMOUSLY

(7) OLD BUSINESS

a. Discussion/possible action regarding nominations for the Good Neighbor Award

Commissioner Herrin said the item was covered earlier in the agenda.

NO ACTION WAS TAKEN

b. Discussion/possible action regarding nominations for the Residential Yard of the Month

Commissioner Herrin asked if there were any nominations. Commissioner Tracie Steans said there was one nomination, and was the same as the Good Neighbor award, Elaine Triplett. Steans said Ms. Triplett spells out the names using cups in the fence for her yard, and that it is seen on FM 1765. Commissioner Herrin made a motion to accept the nomination of Elaine Triplett for Residential Yard of the Month. Commissioner Brown seconded the motion.

MOTION PASSED UNANIMOUSLY

c. Discussion/possible action regarding nominations for the Business Yard of the Month

Commissioner Herrin asked if there were any nominations for Business Yard of the Month. Commissioner Steans nominated Art of Coffee as Business Yard of the Month. Commissioner Herrin made a motion to accept the nomination of Art of Coffee as Business Yard of the Month. Commissioner Brown seconded the motion.

MOTION PASSED UNANIMOUSLY

d. Discussion/possible action regarding the Monthly Report from Waste Management

Commissioner Herrin asked if there was any discussion regarding the monthly report from Waste Management. Commissioner Brown stated that recycling has improved since being in quarantine due to COVID 19. Commissioner Steans stated the numbers are moving in the right directions. Commissioner Herrin asked if Council Member Casey McAuliffe could do more of the recycling town hall events. Council Member McAuliffe said she would like to resume those events in the future. Commissioner Brown suggested that the town hall events could be conducted online to adhere to



social distancing. Commissioner Pettijohn asked if Waste Management attaches a flyer to the bins. Commissioner Brown said they do. Council Member McAuliffe stated that there are many follow-up questions regarding recycling. Council Member McAuliffe also suggested an online Keep La Marque Beautiful Commission Workshop. Commissioner Herrin said she would like for any videos to be permanent as a resource. Commissioner Brown stated that the videos can remain on the site.

NO ACTION WAS TAKEN

- e. Discussion/possible action regarding the creation of a Community Resource Online Page/Post, including COVID 19 Resources

Commissioner Brown discussed items such as a list of testing sites, and other community information, such as food distribution sites, food banks, funding available for utility assistance and rental assistance. Commissioner Brown suggested contacting Chairman Joe Compian regarding the resources and look for additional community resources.

NO ACTION WAS TAKEN

- f. Discussion/possible action regarding Keep Texas Beautiful affiliate recognition schedule and 2020 training and meetings

Commissioner Brown noted that she has compiled a list from past grant schedules for a general list of each grants that Keep Texas Beautiful offers. Commissioner Brown also stated that six training seminars are available online that commissioners can view through the affiliate portal on Keep Texas Beautiful website. Commissioner Herrin asked if there was anyone with the city who could instruct the commissioners regarding grant writing. Commissioner Pettijohn said Chairman Compian is a good grant writer. Commissioner Brown said there are resources available. Supervisor Van Stavern noted that if there are any trainings that commissioners want to attend that cost money to provide her notice. Commissioner Brown said she would look for any future seminars to place on the agenda for expenditures.

NO ACTION WAS TAKEN

- g. Discussion/possible action regarding La Marque Fall Sweep event

Commissioner Brown stated that originally the Fall Sweep event was canceled, but the consensus was to move forward with the event. Commissioner Brown suggested a tentative date of November 7. Public Relations Specialist Colleen Merritt asked if the event had been cleared by the city manager, and noted that any mass gatherings have not been permitted in the city. Commissioner Brown said that the commission and volunteers would be the only participants. Supervisor Van Stavern said that the commission will have to develop a safety plan, showing who will supervise the event, where the chairs will be spaced, requirements for masks and social distancing and placement of containers. Commissioner Brown said she could provide a plan. Commissioner Steans asked that the plan be developed by the next commission meeting. Council Member McAuliffe stated that the potential plan needs to be presented to the city manager, noting the dates.

NO ACTION WAS TAKEN



(8) NEW BUSINESS

- a. Discussion/possible action regarding Beautify the Bayou event
Supervisor Van Stavern said she spoken with the city manager regarding the event, and noted that the suggestion was to postpone the event to the spring, as Kid Fish was also being postponed. Commissioner Brown stated that the even should be held two weeks before the Kid Fish event. Supervisor Van Stavern said the item could be brought back at a future meeting.

NO ACTION WAS TAKEN

- b. Discussion/possible action regarding 2020 Christmas Lighting Contest
Commissioner Herrin asked if the contest was going to be done online. Commissioner Brown stated that the event could be done the same way as the previous year. Commissioner Herrin said that she wanted to do away with the gift cards and only use the signs and said she did not feel the contest was fair the previous year. Commissioner Brown said she disagreed and noted that the person who want the previous year cannot win again this year. Commissioner Kimberley Yancy stated she liked the gift cards. Commissioner Steans said that the competition will be stronger this year, and that the awareness of the event is already there. Commissioner Steans said last year went well and suggested maintaining the competition the same as the previous year. Commissioner Herrin said she was contacted by a community member who wanted to perform Christmas Caroling this year. Commissioner Brown said she had spoken with that community member and said that it would be small groups singing in front of houses. Commissioner Herrin asked if the city's bus could be used to drive the groups around. Supervisor Van Stavern said the city manager would need to be asked. Public Relations Specialist Merritt asked if the event was a Keep La Marque Beautiful event. Commissioner Herrin said it was not. Public Relations Specialist Merritt said the bus would be more appropriate if it was an official event. Council Member McAuliffe said she hopes things will be different at Christmas, but said she had anxiety regarding utilizing the bus due to COVID 19 safety issues. Commissioner Pettijohn said he agreed with Council Member McAuliffe.

NO ACTION WAS TAKEN

- c. Discussion/possible action regarding expenditures not to exceed \$1,000 for Water bill insert announcing the 2020 Christmas Lighting Contest
Commissioner Brown asked how much it would cost to place an insert. Public Relations Specialist Merritt said she did not remember, but that it would likely not cost more than \$1,000, and that she had questions about the Christmas Lighting Contest. Merritt stated that it was difficult for the city to issue any mass gathering permits or encourage events. Merritt also asked if the dates would remain the same, stating that last year, the contest opened registration on December 9, with voting in the Facebook group on December 13-15, winners announced December 17. Merritt said that if the timeline was the same, a website could be created and a teaser put in the next city newsletter. Commissioner Brown said she was comfortable with the dates. Commissioner Brown asked if the same graphics would be used. Merritt said they could be. Later in the meeting, Commissioner Pettijohn made a motion to keep the dates of the Christmas Lighting Contest the same and allocate \$1,000 for a water



bill insert. Commissioner Brown seconded.

MOTION PASSED UNANIMOUSLY

(9) CHAIRPERSON'S REPORT

Commissioner Herrin stated that Chairman Compian has recently purchased a drone that could be used for events and is encouraging commissioners to take a selfie in a City of La Marque shirt to e-mail to him for a video he is creating.

(10) PUBLIC RELATIONS REPORT

Public Relations Specialist Merritt asked for clarification regarding notification for nominations for Good Neighbor Awards and Yard of the Month nominations. Supervisor Van Stavern said she wanted to receive e-mails for nominations. Commissioner Brown said Commissioner Steans should be notified for Yard of the Month nominations. Commissioner Herrin said all commissioners should be included in all of them. Merritt said she would check the system's capabilities and try to set the notifications to be sent to commissioners. Merritt asked about the most recent Yard of the Month recipients. Merritt asked that receiving advance notice for the Fall Sweep be given. Merritt also noted that a license is required for flying drones.

(11) REQUESTS AND ANNOUNCEMENTS

Commissioner Brown announced that Saturday, September 20 is the Keep America Beautiful "Plogging" event, picking up litter while jogging, and suggested commissioners participate in the event and send pictures to her for posting. Commissioner Steans said she was happy with the community attendance at a recent chamber ribbon cutting event. Commissioner Kimberley Yancy said she was nominated for Citizen of the Year and thanked those who nominated her, and asked the commissioners to pray for school teachers. Commissioner Yancy asked if the commission could do more virtual and at-home to help the community and bring back ideas in November. Commissioner Brown suggested coming up with topics for videos related to the commission and what Keep La Marque Beautiful does. Public Relations Specialist Merritt said there is a "gap" in the city when hurricanes are approaching when citizens trim their tree limbs and suggested a "Now is the Time" campaign to encourage residents to trim their trees during heavy pick up times. Commissioner Herrin announced that Lieutenant Spruill is retiring and praised the city departments for their work.

(12) REQUESTS FOR FUTURE AGENDA ITEMS

Commissioner Brown suggested the video series topic be added as an item, as well as a date and safety plan for the Fall Sweep Event. Supervisor Van Stavern noted that the election takes place in November and to consider that when choosing a date for the Fall Sweep. Commissioner Brown also suggested placing an item on the agenda to discuss any training the commissioners attend or upcoming seminars.

(13) ADJOURNMENT

Commissioner Pettijohn made a motion to adjourn the meeting. Commissioner Brown seconded the motion. **MOTION PASSED UNANIMOUSLY**



The meeting was adjourned at 7:05 p.m.

This unofficial copy of the minutes from the above meeting are posted for convenience only. Executed or certified copies of the minutes can be requested by contacting the City Clerk."
