

**NOTICE OF LA MARQUE
KEEP LA MARQUE BEAUTIFUL COMMISSION MEETING
BY TELEPHONE CONFERENCE**

In accordance with order of the Office of the Governor issued March 16, 2020, the Keep La Marque Beautiful Commission of the City of La Marque will conduct its meeting scheduled for **Wednesday, October 14, 2020 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 the City Clerk at 409-938-9259 or r.eldridge@cityoflamarque.org at least 48 hours prior to the meeting start time.



1111 Bayou Rd.
La Marque, Texas 77568
409-938-9202

Joe Compian - Chairperson
Katherine Herrin - Commissioner
Alanah Brown - Commissioner
Tracie Steans - Commissioner

Kimberley Yancy - Commissioner
Terry Pettijohn - Commissioner
Rebecca Mould - Commissioner

**CITY OF LA MARQUE
KEEP LA MARQUE BEAUTIFUL COMMISSION
REGULAR MEETING
AGENDA
October 14, 2020**

Notice is hereby given that the City of La Marque Keep La Marque Beautiful Commission will conduct a Regular Meeting via teleconference (ZOOM), as provided in the attached notice on **Wednesday, October 14, 2020 at 6:00 p.m.** at 1109-B Bayou Road, for purpose of considering the following agenda:

(1) CALL MEETING TO ORDER

(2) ROLL CALL

(3) APPROVAL OF MINUTES

- a. Regular Meeting Minutes of September 16, 2020

(4) PRESENTATIONS

- a. Presentation of the Good Neighbor Awards

(5) CITIZEN'S PARTICIPATION

Comments from the Public (At this time, any person with Commission-related business who has signed up may speak to Keep La Marque Beautiful Commission (limited to three (3) minutes). In compliance with Texas Open Meeting Act the Building Standards Commission 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.

(6) MONTHLY FINANCIAL REPORT

- a. Financial Report - August 2020

(7) OLD BUSINESS

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

- b. Discussion/possible action regarding the June 2020 Monthly Report from Waste Management
- c. Discussion/possible action to create a Community Resource Online Page/Post, including COVID 19 Resources
- d. Discussion/possible action on preparation for Governor's Award Competition and KTB award Categories

(8) NEW BUSINESS

- a. Discussion/possible action regarding meeting falling on November 11, Veteran's day
- b. Discussion/possible action regarding a safety plan and date for the Fall Sweep event
- c. Discussion/possible action regarding a series of videos on various beautification topics
- d. Discussion/possible action regarding online training attendance and upcoming seminars
- e. Discussion/possible action to adopt Make A Wish Message of Hope Program and Brighten a Day Covid-19 project

(9) CHAIRPERSON'S REPORT

(10) PUBLIC RELATIONS REPORT

(11) REQUESTS AND ANNOUNCEMENTS

Requests by Commissioners Members for items to be placed on future Keep La Marque Beautiful Agendas and Announcements on city events/community interests TEX. GOV'T CODE 551.415. (b), "items of community interest" includes:

- (1) Expressions of thanks, congratulations, or condolence;
- (2) Information regarding holiday schedules;
- (3) a honorary or salutary recognition of a public official, public employee, or other citizen, except that a discussion regarding a change in the status of a person's public office or public employment is not an honorary or salutary recognition for purposes of the subdivision;
- (4) A reminder about an upcoming event organized or sponsored by the Governing body;
- (5) information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the municipality or county; and
- (6) Announcements involving an imminent threat to the public health and safety of people in the municipality or county that has arisen after the posting of the agenda.

(12) REQUESTS FOR FUTURE AGENDA ITEMS

(13) ADJOURNMENT

CERTIFICATION:

I hereby certify that the above notice of meeting was posted at 1109-B Bayou Road, La Marque, Texas on or before **Friday, October 9, 2020 before 5:30 p.m.**

Robin Eldridge TRMC
City Clerk

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• This facility is wheelchair accessible and accessible parking spaces are available. Request for accommodations or
• interpretive services must be made 48 hours prior to this meeting. Please contact the City Clerk's office at (409)
• 938-9259, or Fax (409) 935-0401, or e-mail cityclerk@cityoflamarque.org for further information.
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**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. Commissioner 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 Councilwoman Casey McAuliffe could do more of the recycling town hall events. Councilwoman 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. Councilwoman McAuliffe stated that there are many follow-up questions regarding recycling. Councilwoman 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 Martin 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. Councilwoman 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 Martin asked if the event was a Keep La Marque Beautiful event. Commissioner Herrin said it was not. Public Relations Specialist Martin 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 Councilwoman 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 Martin 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. Ms. Martin stated that it was difficult for the city to issue any mass gathering permits or encourage events. Ms. Martin 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. Ms. Martin 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. Ms. Martin 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 Martin 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. Ms. Martin said she would check the system's capabilities and try to set the notifications to be sent to commissioners. Ms. Martin asked about the most recent Yard of the Month recipients. Ms. Martin asked that receiving advance notice for the Fall Sweep be given. Ms. Martin also noted that a license is required for flying drones.

(11) REQUESTS AND ANNOUNCEMENTS

Commissioner Brown announced that Saturday, September 20 is 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 Yancy said she was nominated for Citizen of the Year and thanked those who nominated her and asked the commissioners to pray for all schoolteachers. 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 Ms. Martin 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.

Joe Compian, Chairperson
Keep La Marque Beautiful Commission

DRAFT



CITY OF LA MARQUE

KEEP LA MARQUE BEAUTIFUL FUND

AUGUST 2020

DONATIONS

		Parks			Keep La Marque Beautiful		
	Total Donations Received	Correct Allocation	Actual Payment	Over / (Under) Payment	Correct Allocation	Actual Payments	Over / (Under) Payment
October 2019	1,080.00	540.00	540.00	0.00	540.00	540.00	0.00
November 2019	362.00	181.00	181.00	0.00	181.00	181.00	0.00
December 2019	1,872.00	936.00	936.00	0.00	936.00	936.00	0.00
January 2020	3,813.00	1,906.50	1,906.50	0.00	1,906.50	1,906.50	0.00
February 2020	402.00	201.00	201.00	0.00	201.00	201.00	0.00
March 2020	1,862.00	931.00	931.00	0.00	931.00	931.00	0.00
April 2020	1,178.00	589.00	589.00	0.00	589.00	589.00	0.00
May 2020	446.00	223.00	223.00	0.00	223.00	223.00	0.00
June 2020	1,938.00	969.00	969.00	0.00	969.00	969.00	0.00
July 2020	1,196.00	598.00	598.00	0.00	598.00	598.00	0.00
August 2020	1,220.00	610.00	610.00	0.00	610.00	610.00	0.00
September 2020		0.00	0.00	0.00	0.00	0.00	0.00
	\$ 15,369.00	\$ 7,684.50	\$ 7,684.50	0.00	\$ 7,684.50	\$ 7,684.50	0.00

BEGINNING CASH & INVESTMENT BALANCE 07/31/2020

\$30,622.34

REVENUES

Donations	610.00
Interest on Investments-August 2020	6.25
Signs	0.00
Rebates	0.00
Total Revenues	\$616.25

EXPENSES

<u>Date/ Vendor</u>	<u>Description</u>	
8/6/2020 - TNT Signs	No Litterring Signs	450.00
8/21/2020 - Citibank	KTB Virtual Conference Registration	693.00
	Total Expenses	\$1,143.00
Unclaimed cks		-50.00

ENDING CASH & INVESTMENT BALANCE 08/31/2020

\$30,045.59

THE FOLLOWING PAGES ARE BACKUP FOR ITEM 8e.

- e.** Discussion/possible action to adopt Make A Wish Message of Hope Program and Brighten a Day Covid-19 project



[Impact of a Wish](#)

[Get Involved](#)

[Refer a Child](#)

[Donate](#)

Wishes are Waiting

Join Ryan Reynolds and send wish kids a message of hope

[Watch Video](#)

Local Chapter

Make-A-Wish® Central and South Texas [Change Chapter](#)

[Ways to Help Us](#)

[Donate](#)

BRIGHTEN A DAY

HOME COVID-19 GET INVOLVED DONATE FACILITY REQUEST FORM CONTACT ABOUT PARTNERS  

Brighten A Day is a 501(c)(3) nonprofit that works to lift the spirits of those who are in need of some cheer by sending them love, hope, and joy through cards and gifts. We have reached tens of thousands of seniors and children in the hospital with cards, care packs, devices, and videos.

Please help support our COVID-19 project by [volunteering](#) through making videos, donating devices, writing notes, or making cards. You can also donate [through Paypal](#) or [through GoFundMe](#).

HOW CAN I HELP?

