



1111 Bayou
La Marque, Texas 77568
409.938.9202

OFFICIALLY POSTED ON THE
WEB:
DATE: 10312013 TIME: 5:10PM

AGENDA

Notice is hereby given that the **Cemetery Board** of the City of La Marque, Texas will conduct a **Regular Meeting on Thursday, November 7, 2013 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) MINUTES

- a. Regular Meeting, September 5, 2013
- b. Regular Meeting, October 3, 2013

(4) CITIZEN'S PARTICIPATION

Comments from the Public (At this time, any person with city-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.

(5) OLD BUSINESS

- a. Discussion/possible action – Veterans Day, November 11, 2013
- b. Discussion/possible action – Wreaths Across America, December 14, 2013
- c. Discussion/possible action – La Marque Cemetery Rules

(6) Chairman's Report

(7) REQUESTS AND ANNOUNCEMENTS

Requests by Cemetery Board members for items to be placed on future Cemetery Board 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) an 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 this 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.

(8) ADJOURNMENT



1111 Bayou
La Marque, Texas 77568
409.938.9202

CERTIFICATION:

I hereby certify that the above notice was posted on the outside bulletin board located at 1109-B Bayou Road, La Marque, Texas 77568 on or before the 31st day of October, 2013 before 5:00 p.m.

Robin Eldridge, TRMC
City Clerk

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 r.eldridge@cityoflamarque.org for further information.



LA MARQUE CEMETERY BOARD
REGULAR MEETING MINUTES
September 5, 2013

1. CALL MEETING TO ORDER

Chairman Pennington called the meeting to order at 6:00 pm.

2. ROLL CALL

Roll was called and a quorum was present.

PRESENT: David Pennington, Bart Jennings, Kurt Koopmann

ABSENT: Bim Crowder & Peggy Phillips

STAFF: Nathan Epperson

3. MINUTES

a. Regular Meeting, August 1, 2013

Kurt Koopmann made a motion to approve the June 6, 2013 meeting minutes. Bart Jennings seconded the motion and the motion passed unanimously.

4. CITIZEN'S PARTICIPATION

Comments from the Public (At this time, any person with city-related business who has signed up may speak to 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 – None

5. OLD BUSINESS

- a. Discussion/possible action – Upcoming events – Chairman updated members on the Wreaths Across America event. Chairman handed out sponsorship forms to members and the Board reviewed the details involving the December 14th event.
- b. Discussion/possible action – La Marque Cemetery Rules – Chairman requested to table this item due to not having all members present for review. Kurt Koopmann motioned to table discussion. Bart Jennings seconded the motion; motion passed unanimously.
- c. Discussion/possible action – Developing an urn garden – Kurt Koopman made a motion to table due to absence of member assigned by chairman to research this subject. Bart Jennings seconded the motion; motion passed unanimously.

6. NEW BUSINESS

- a. Discussion/possible action – Calvin "Cowboy" Jones family is requesting to plant an oak tree at the Cemetery in remembrance of Calvin Jones. – Family members Denise Jones, Debbie Jones Vassallo and Mark Mumdel are requesting to plant an oak tree in memory of Calvin Jones. Discussion followed on the location for tree. The proposed location is within the road right-of-way

nearest to the grave site. City staff will spot the location for the tree and upon verification with the family plans can move forward with planting of the tree. Kurt Koopmann made a motion to allow the family of Calvin Jones to plant an oak tree at the La Marque Cemetery in memory of "Cowboy" Jones. Bart Jennings seconded the motion; motion passed unanimously.

- b. Discussion/possible action – Calvin "Cowboy" Jones family is requesting that when the time arrives to either encase or intern Mrs. Jones ashes at the grave site of Calvin Jones. - Family members requested to Board members that when the time comes to allow for the family to intern the wife's ashes at his grave site. Discussion followed on the internment procedures for Mrs. Jones's urn. Kurt Koopmann made a motion to allow Mrs. Jones's urn to be interned with her husband at his grave site. Bart Jennings seconded the motion; motion passed unanimously.

7. REQUESTS AND ANNOUNCEMENTS

Bart Jennings and Kurt Koopmann both stated good, no comments. David Pennington thanked the members for their service on the Board. Chairman informed Board about the upcoming fiscal budget year. Chairman also stated that Council requested to get quotes on replacing the fence around the Cemetery. Staff will contact A to Z Fencing for quote.

8. ADJOURNMENT

Board member Bart Jennings made a motion to adjourn. Board member Kurt Koopman seconded the motion and the motion passed unanimously. The meeting adjourned at 6:35 pm.

David Pennington, Chairperson



LA MARQUE CEMETERY BOARD
REGULAR MEETING MINUTES
October 3, 2013

1. CALL MEETING TO ORDER

Chairman Pennington called the meeting to order at 6:05 pm.

2. ROLL CALL

Roll was called and a quorum was present.

PRESENT: David Pennington, Bim Crowder & Kurt Koopmann

ABSENT: Peggy Phillips & Bart Jennings

STAFF: Nathan Epperson

3. MINUTES

- a. Regular Meeting, September 5, 2013

Due to an error on the date of minutes posted as Public Notice, Chairman requested correction on agenda and to include the approval of the September minutes on the November Parks Board agenda.

4. CITIZEN'S PARTICIPATION

Comments from the Public (At this time, any person with city-related business who has signed up may speak to 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 – None

5. OLD BUSINESS

- a. Discussion/possible action – Upcoming events
Veteran's Day is on Monday, November 11, 2013; put flags out on Friday, November 8, 2013 at 2:00 p.m.
- b. Discussion/possible action – Wreath's Across America, December 14, 2013 –
Chairman reviewed the following topics related to the upcoming ceremony: the sponsorship form, advertising the event prior to the date of the event, Bim will supply tents and release of birds. The groups participating in ceremony will be the VFW (Color Guard) and the American Heritage Girls (wreath placement). Chairman questioned Board about providing refreshments to event workers.

Bim Crowder made a motion to spend up to \$100.00 on refreshments. Kurt Koopmann seconded the motion; motion passed unanimously.

- c. Discussion/possible action – La Marque Cemetery Rules –
Bim Crowder made a motion to table this item to a future date for further review. Kurt Koopmann seconded the motion; motion passed unanimously.

- d. Discussion/possible action – Developing an urn garden –
No action or discussion was taken at this meeting.

- 6. **Chairman's Report** – Board Chairman updated members on the cost to replace the fencing around the Cemetery. The initial cost from A to Z Fencing was \$37,265.00. Chairman requested staff to check on the possibility of constructing a concrete foundation at the base of the Cemetery Flag Pole. Chairman also discussed placing the Cemetery on the Texas Historic Cemetery listing which would allow the Board to apply for matching grants from the State.

7. **REQUESTS AND ANNOUNCEMENTS –**

Bim Crowder and Kurt Koopmann both stated good; no comments. David Pennington thanked everyone for their participation.

8. **ADJOURNMENT – 6:30p.m.**

Board member Kurt Koopmann made a motion to adjourn. Board member Bim Crowder seconded the motion and the motion passed unanimously.

David Pennington, Chairperson

LA MARQUE CEMETERY RULES AND REGULATIONS

I. BURIAL REGULATION

No internment shall be made in the La Marque Cemetery by any firm, person or corporation without first obtaining a burial permit from the City Clerk. The fee for the burial permit shall be \$50.00. The burial permit shall be in a form or certificate, prescribed by the City Clerk and shall contain the following information:

1. Name and age of person to be interred.
2. Place and date of death of the person to be interred.
3. Plot and grave site in cemetery, crypt or vault therein where remains are to be interred.
4. Name of person, firm or corporation to whom permit is issued.
5. Date of issuance of permit.
6. Name and address of undertaker.

After receiving the form, the certificate will be issued to the Funeral Home. The original of the permit shall be filed with the City Clerk and one copy to the Funeral Director. Funeral Home shall be required to place a temporary marker at grave made of steel or aluminum.

The permit requirements herein contained shall be in addition to the report of death by Funeral Director or burial transit permits required by law.

II. PLOTS AND GRAVE SITES

Purchase of Gravesites: Gravesites may be purchased from the City upon payment of a purchase price of \$500.00 per gravesite. The City Clerk shall execute all deeds of conveyance to cemetery lots or gravesites in the name of the City (conveying the exclusive right to sepulture). Reissue of any deed will include any City or County fees. Such deeds shall be subject to the rules and regulations herein contained and all future rules and regulations that may be promulgated by the Cemetery Board and the City Council and shall further contain a provision that no cemetery lot or grave site may be conveyed, assigned or transferred by any purchaser from the City without prior consent of the City Cemetery Board. Consent to such re-sale shall not be given by the Cemetery Board in instances where it shall be determined that the cemetery lot or gravesite was purchased in the first instance for speculation or resale.

III. INTERMENTS AND DISINTERMENTS

Every grave shall be excavated to state requirements. The opening and closing of each grave and the excavation to provide minimum coverage below the earth's surface, is the responsibility of the Funeral Home. No remains of any deceased person shall be removed from any gravesite except upon written order of the Texas Department of Health or upon

written request of authorized relatives of the deceased person. A copy of the order from the Texas Department of Health and/or written request by relatives shall be delivered to the City Clerk and maintained as part of the cemetery records. No remains shall be removed without prior consent of the Cemetery Board in conformity with the provisions of § 771.004 of the Health and Safety Code.

It shall be the responsibility of any person, firm or corporation removing any remains from the Cemetery to keep and maintain a true and correct record showing the following information:

1. Date the remains were removed
2. The name and age of person at death
3. The plot and space where the remains were removed
4. The cemetery, plot and space in which such remains were buried

If there should be disposition of such remains other than by interment a record shall be made and kept of such disposition. Such person, firm or corporation shall deliver to the City Clerk two (2) copies of the true, full and complete records of the disposition of the remains.

Only one interment shall be made in a grave, except a mother and infant, or two (2) children in one coffin, when such children are of the same family or two cremated remains in a grave.

IV. MAINTENANCE

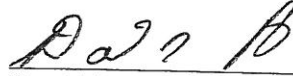
- (1) All work done on grave sites or plots shall be done under the direction of the Cemetery Board or custodian of the Cemetery.
- (2) No enclosure of any nature such as fences, copings, hedges, ditches, flower beds or other means of marking boundaries of lots or graves shall be used, except granite corner stones, the same to be set even with the surface of the ground and only with the authority of the Cemetery Board.
- (3) No trees, shrubs, plants or flowers shall be planted other than in conformity with the general landscape plan, and the same shall not be planted, pruned or removed without the consent of the Cemetery Board. Plantings are allowed at either side of upright monuments providing they are of a nature not to extend onto surrounding grave spaces. The cemetery reserves the right to trim or remove such shrubbery should they extend over the adjoining grave space. No shrub will be allowed on non-monument spaces. Acting for the best interests of the cemetery, the Cemetery Board shall have the authority to prune, remove or transplant any tree, shrub, plant, flower or anything upon the property when the Board may consider such course necessary.

- (4) No part of any lot or grave shall be graded above the established grade.
- (5) No marker, monument, tomb, vault or portion thereof above ground shall be of material other than marble or granite and shall face the front of the gravesite unless otherwise authorized by the Cemetery Board. Only one marker will be allowed. All markers must be not less than six (6) inches in thickness and must not be less than ten (10) nor more than twelve (12) inches in width and not less than twenty (20) inches in length.
- (6) No monument, tomb or vault shall cover more than ten (10%) percent of the ground surface of the tract. The design and specifications of monuments, mausoleums, tombs or vaults must first be submitted to the Cemetery Board for approval. The placing or setting of the work shall not be allowed without the consent of the Cemetery Board.
- (7) Adornments on memorials or grave spaces are prohibited. Adornments include but are not limited to glass, ceramic, cement, cloth, wood, paper, plastic placards, balloons, pinwheels, windsocks, etc.
- (8) Floral regulations are for the benefit of the families, park beautification and cemetery maintenance. Funeral flowers will be removed three days after service. One arrangement per interment space is allowed all year long. Types of flowers allowed are silks, plastic, fresh cut or pot plants. During mowing season, March 15 – October 15, no artificial flowers or pot plants are allowed. In addition to the one arrangement, special floral arrangements may be brought out for a two day period during the holiday season. Holidays include: Christmas, Easter, Memorial Day, Mother's Day and Father's Day. All "seasonal" arrangements may be removed by the cemetery 10 days following the holiday.
- (9) The foundation of all monuments, tombs and vaults must be of solid masonry or concrete of sufficient size and depth for super structure.
- (10) Alcoholic beverages, cooking and picnicking are prohibited in the Cemetery.
- (11) A copy of the Rules and Regulations for La Marque Cemetery shall be given to each person purchasing a cemetery lot.
- (12) La Marque Cemetery is open from dawn to dusk.

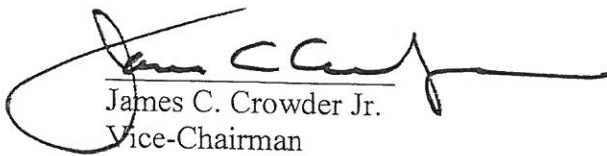
The above mentioned rules are not intended to discriminate against race, religion or creed but for the beautification of the Cemetery.

Add Ordinance

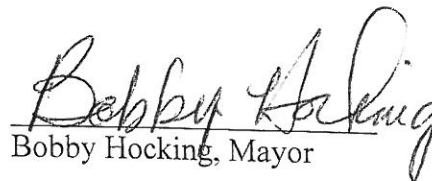
The above and foregoing Rules and Regulations adopted by the La Marque Cemetery Board this 5TH day of MAY, 2011.


David Pennington
Chairman

ATTEST:


James C. Crowder Jr.
Vice-Chairman

The above and foregoing Rules and Regulations for the La Marque Cemetery were approved by the City Council of La Marque, at a regular City Council meeting on the 14 day of Nov., 2011.


Bobby Hocking, Mayor

ATTEST:


Zina Tedford, Interim-City Clerk