



**CITY OF LA MARQUE
CEMETERY BOARD
REGULAR AGENDA
of
December 5, 2024**

Notice is hereby given that the Cemetery Board of the City of La Marque, Texas will conduct a meeting on **December 5, 2024**, beginning at **6:00 PM** in the **Council Chambers at 1109-B Bayou Road La Marque, Texas as well as via videoconference hosted through Zoom (<https://bczoom.cityoflamarque.org>)**. In accordance with Section 551.127(b) of the Texas Local Government Code the presiding officer and a quorum of the La Marque Cemetery Board intend to be and will be physically present at 1109-B Bayou Road, La Marque, Texas. This location will be open to the public.

The Board will meet for the purpose of considering the following agenda:

1. CALL MEETING TO ORDER
2. ROLL CALL
3. CITIZENS PARTICIPATION
LIMITED TO THREE MINUTES PER PERSON

Comments from the public will be heard at this time. Any person with city-related business who has signed up may speak to the Cemetery Board (limited to three (3) minutes). If wishing to speak give the Chairperson or presiding officer your full legal name and the item you wish to speak about. In compliance with Texas Open Meeting Act, the City 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. *Press *6 to mute or unmute if you are participating by telephone, press the unmute button if attending via zoom on a smartphone, tablet or computer, or stand if attending in person, and the Chairperson will call on you in turn.*

4. MINUTES
 - 4.I. Approval of Minutes from June 6, 2024
5. FINANCIAL REPORT
 - 5.I. May 2024 Financials
 - 5.II. June 2024 Financials

5.III. July 2024 Financials

6. NEW BUSINESS

Items presented to the Cemetery Board for discussion and possible action:

6.I. "Wreaths Across America" on December 14, 2024

7. REQUESTS AND ANNOUNCEMENTS

Requests by Board Members of 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" include: (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.

7.I. The next cemetery meeting will be March 6, 2025

8. ADJOURNMENT

CERTIFICATION:

I hereby certify that the above notice of meeting was posted at 1109-B Bayou Road, La Marque, Texas on November 26, 2024 by 4:00 p.m.

Kierra K. Nance, TRMC
City Clerk



**CITY OF LA MARQUE
CEMETERY BOARD
REGULAR MINUTES
of
June 6, 2024**

1. CALL MEETING TO ORDER
Chairperson Bim Crowder called the meeting to order at 6:02 p.m.
2. ROLL CALL
PRESENT:
Chairperson Bim Crowder
Vice-Chairperson Kurt Koopman
Board Member Joe Comacho
Board Member Brigette Johnson
3. INVOCATION AND PLEDGE OF ALLEGIANCE
Board member Brigette Johnson led the invocation and all members took part in the pledge.
4. CITIZENS PARTICIPATION
There was no citizen participation.
5. MINUTES
 - 5.I. Approval of Minutes from March 7, 2024
Board member Camacho made a motion to accept the minutes from March 7, 2024. Vice Chairperson Koopman seconded. **MOTION CARRIED UNANIMOUSLY.**
6. FINANCIAL REPORTS
 - 6.I. February 2024 Financials
Board member Camacho made a motion to accept the February 2024 Financial Report. Vice Chairperson Koopman seconded. **MOTION CARRIED UNANIMOUSLY.**
 - 6.II. March 2024 Financials
Board member Camacho made a motion to accept the March 2024 Financial Report. Vice Chairperson Koopman seconded. **MOTION CARRIED UNANIMOUSLY.**
 - 6.III. April 2024 Financials
Board member Camacho made a motion to accept the April 2024 Financial Report. Vice Chairperson Koopman seconded. **MOTION CARRIED UNANIMOUSLY.**

7. OLD BUSINESS

8. NEW BUSINESS

8.I. Discussion / possible action regarding a columbarium built in the cemetery
Public Works Director Rick Sailer gave a brief description of the columbarium and provided the board members with handouts of the options available. Chairperson Crowder noted that this would be a great opportunity as the number of cremations has increased significantly since COVID and often receives requests for this form of burial service.

Vice Chairperson Koopman made a motion to have Public Works pursue the columbariums by presenting this to Council. Board member Camacho seconded. **MOTION CARRIED UNANIMOUSLY.**

8.II. Discussion / possible action regarding appointing a dedicated sexton to maintain the cemetery

Vice Chairperson Koopman expressed the need to take pride in the cemetery as it is a "memorial park" and should have a designated member to take ownership over the maintenance of the gravesites. Chairperson Crowder also noted that this could take away the concern of misplacement of gravesites since one person would be in charge.

Vice Chairperson Koopman made a motion to recommend the creation of a part-time position for a sexton to properly maintain the cemetery. Board member Camacho seconded. **MOTION CARRIED UNANIMOUSLY.**

8.III. Discussion / possible action regarding Veterans Day on November 11, 2024

Board member Camacho made the suggestion to have an event to allow more community involvement. His idea is to create awareness and visibility of the Cemetery Board and wants to honor all who have served on Veterans Day. The board is in support of this idea but needs to clarify the event parameters. Chairperson Crowder designated board member Camacho to chair this event and requested to have a planning discussion at the next board meeting.

Board member Camacho made a motion to have a Veterans Day event. Board member Johnson seconded. **MOTION CARRIED UNANIMOUSLY.**

9. REQUESTS AND ANNOUNCEMENTS

9.I. The next Cemetery Board meeting will be on September 5, 2024

All board members agreed on their next meeting to be held on September 5, 2024.

10. ADJOURNMENT

*****MEETING ADJOURNED AT 6:34 P.M.*****



City of La Marque

Balance Sheet

CEMETERY FUND

May 31, 2024

Assets

Current Assets:	Fiscal Year 2024
Cash	30,410.52
Investments	2,360.81
Inventories	-
Accounts Receivable	-
Pre-Paid Expenses	-
Other	-
Total Current Assets	32,771.33

Total Assets **32,771.33**

Liabilities and Fund Balance

Current Liabilities:	Fiscal Year 2024
Accounts Payable	-
Other	-
Total Current Liabilities	-

Fund Balance:	Fiscal Year 2024
Available Fund Balance	30,514.30
Current Year Revenue/Expenses	2,257.03
Total Fund Balance	32,771.33

Total Liabilities and Fund Balance **32,771.33**



City of La Marque

Cemetery Fund - May 2024

Accounts	Descriptions	Budget 2023-2024	Current Month	Current Year to Date Actuals	Budget Balance
Revenues					
89-3605-00-00	Interest on Investments	100.00	7.19	57.43	42.57
89-3630-00-00	Administrative fees	0.00	0.00	0.00	0.00
89-3807-00-00	Donations	0.00	0.00	0.00	0.00
89-9001-00-00	Transfer in from General Fund	10,000.00	0.00	10,000.00	0.00
	Total Revenues	10,100.00	7.19	10,057.43	42.57
Expenditures					
89-4048-00-00	Wreath Across America	0.00	0.00	0.00	0.00
89-4049-00-00	Cemetery Board Expenditure	10,000.00	2,000.00	7,800.40	2,199.60
89-4050-00-00	Cemetery Survey	0.00	0.00	0.00	0.00
	Total Expenditures	10,000.00	2,000.00	7,800.40	2,199.60
	Revenues over (under) Expenditures	100.00	(1,992.81)	2,257.03	2,157.03



City of La Marque

Balance Sheet

CEMETERY FUND

June 30, 2024

Assets

Current Assets:	Fiscal Year 2024
Cash	28,410.52
Investments	2,368.17
Inventories	-
Accounts Receivable	-
Pre-Paid Expenses	-
Other	-
Total Current Assets	30,778.69

Total Assets **30,778.69**

Liabilities and Fund Balance

Current Liabilities:	Fiscal Year 2024
Accounts Payable	-
Other	-
Total Current Liabilities	-

Fund Balance:	Fiscal Year 2024
Available Fund Balance	30,514.30
Current Year Revenue/Expenses	264.39
Total Fund Balance	30,778.69

Total Liabilities and Fund Balance **30,778.69**



City of La Marque

Cemetery Fund - June 2024

Accounts	Descriptions	Budget 2023-2024	Current Month	Current Year to Date Actuals	Budget Balance
Revenues					
89-3605-00-00	Interest on Investments	100.00	7.36	64.79	35.21
89-3630-00-00	Administrative fees	0.00	0.00	0.00	0.00
89-3807-00-00	Donations	0.00	0.00	0.00	0.00
89-9001-00-00	Transfer in from General Fund	10,000.00	0.00	10,000.00	0.00
	Total Revenues	10,100.00	7.36	10,064.79	35.21
Expenditures					
89-4048-00-00	Wreath Across America	0.00	0.00	0.00	0.00
89-4049-00-00	Cemetery Board Expenditure	10,000.00	2,000.00	9,800.40	199.60
89-4050-00-00	Cemetery Survey	0.00	0.00	0.00	0.00
	Total Expenditures	10,000.00	2,000.00	9,800.40	199.60
	Revenues over (under) Expenditures	100.00	(1,992.64)	264.39	164.39



City of La Marque

Balance Sheet

CEMETERY FUND

July 31, 2024

Assets

Current Assets:	Fiscal Year 2024
Cash	28,410.52
Investments	2,375.94
Inventories	-
Accounts Receivable	-
Pre-Paid Expenses	-
Other	-
Total Current Assets	30,786.46

Total Assets **30,786.46**

Liabilities and Fund Balance

Current Liabilities:	Fiscal Year 2024
Accounts Payable	-
Other	-
Total Current Liabilities	-

Fund Balance:	Fiscal Year 2024
Available Fund Balance	30,514.30
Current Year Revenue/Expenses	272.16
Total Fund Balance	30,786.46

Total Liabilities and Fund Balance **30,786.46**