



**CITY OF LA MARQUE
KEEP LA MARQUE BEAUTIFUL COMMISSION
REGULAR AGENDA
of
January 8, 2025**

Notice is hereby given that the Keep La Marque Beautiful Commission of the City of La Marque, Texas will conduct a **Regular Meeting** on **January 08, 2025**, beginning at **6:00 PM** in the **Council Chambers** at **1109-B Bayou Road La Marque, Texas** as well as via **video-conference hosted through Zoom (bczoom.cityoflamarque.org)**. In accordance with Section 551.127(b) of the Texas Local Government Code the presiding officer and a quorum of the Keep La Marque Beautiful Commission 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 Council will meet for the purpose of considering the following agenda:

1. CALL MEETING TO ORDER
2. ROLL CALL
3. PRESENTATIONS
4. REPORTS
 - 4.I. Financial Report
 - 4.II. City Manager Report
 - 4.III. Waste Management Report
5. MINUTES
 - 5.I. Regular Keep La Marque Beautiful Minutes 12.11.24
6. 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 Commission (limited to three (3) minutes). If wishing to speak give the Chair 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 presiding officer will call on you in turn.

7. OLD BUSINESS

Items presented to the Commission for discussion and possible action:

7.I. Approving recommendation for a mural at the La Marque Police Station

7.II. Funding New Streets Signs

8. NEW BUSINESS

Items presented to the Commission for discussion and possible action:

8.I. Electing a Chair and Vice Chair for the 2025 calendar year

8.II. Approving larger storage unit at U-Haul Storage Center

8.III. Approving participation in Trash Bash

9. REQUESTS AND ANNOUNCEMENTS

10. ADJOURNMENT

CERTIFICATION:

I hereby certify that the above notice of meeting was posted at 1109-B Bayou Road, La Marque, Texas on January 03, 2025 by 12:00 p.m.

Kasey Lott
Deputy City Clerk



CITY OF LA MARQUE
KEEP LA MARQUE BEAUTIFUL FUND
November 2024

DONATIONS

	Total Donations Received	Parks			Keep La Marque Beautiful		
		Correct Allocation	Actual Payment	Over / (Under) Payment	Correct Allocation	Actual Payments	Over / (Under) Payment
October 2024	1,310.00	655.00	655.00	0.00	655.00	655.00	0.00
November 2024	418.00	209.00	209.00	0.00	209.00	209.00	0.00
December 2024		0.00	0.00	0.00	0.00	0.00	0.00
January 2025		0.00	0.00	0.00	0.00	0.00	0.00
February 2025		0.00	0.00	0.00	0.00	0.00	0.00
March 2025		0.00	0.00	0.00	0.00	0.00	0.00
April 2025		0.00	0.00	0.00	0.00	0.00	0.00
May 2025		0.00	0.00	0.00	0.00	0.00	0.00
June 2025		0.00	0.00	0.00	0.00	0.00	0.00
July 2025		0.00	0.00	0.00	0.00	0.00	0.00
August 2025		0.00	0.00	0.00	0.00	0.00	0.00
September 2025		0.00	0.00	0.00	0.00	0.00	0.00
	\$ 1,728.00	\$ 864.00	\$ 864.00	0.00	\$ 864.00	\$ 864.00	0.00

BEGINNING CASH & INVESTMENT BALANCE 10/31/2024

\$26,912.66

REVENUES

Donations	209.00
Additional donations	
Interest on Investments - November 2024	29.47
Total Revenues	\$238.47

EXPENSES

<u>Date/Vendor</u>	<u>Description</u>	
11/27/2024 JP Morgan	U-Haul Moving & Storage	109.95
11/26/2024 4 Imprint	Items for Christmas parade	2,952.50
Total Expenses		\$3,062.45

ENDING CASH & INVESTMENT BALANCE 11/30/2024

\$24,088.68



City of La Marque

Monthly Report

October 2024

Shanna Lopez

Public Sector Solutions Manager

Patrick Crehan

District Manager





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Collection Services

Residential, Commercial, Industrial and Recycling

As La Marque's preferred environmental services partner, Waste Management provides Waste and Recycling collection for Residential, Commercial and Industrial customers in the City of La Marque.

Waste Management provides curbside waste, recycling, bulk and green waste collection to **7,058** homes each week. Our various residential services performed by our collection team delivers **114,057** personal touches each month to the City of La Marque residents.

In addition to residential services, Waste Management provides waste collection to **399** Commercial Businesses each month, equaling **5,070** services per month.



The following report includes information on the number of residential and commercial customers in the City of La Marque, as well as the tons of material collected for residential recycling, trash and bulk.

[illegible]

Customer Service

We're dedicated to providing best-in-class service and making your life a little easier. We know our Customers will have questions and requests from time to time. Our State-of-the-Art Customer Service Team and Dedicated Public Sector Digital Care Desk are ready to assist residents and businesses of your city.

**WE DON'T JUST MANAGE
WASTE WE PROVIDE
SOLUTIONS**



Waste Management provides service three times a week to approximately 7,058 homes in the City of La Marque. That is approximately 1,368,687 service opportunities per year.

[illegible]

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At Your Door

Waste Management's **At Your Door** program makes the responsible disposal of household hazardous waste, electronic, and other special materials safe, simple, and convenient for all La Marque residents. The addition of the **At Your Door** program not only provides La Marque residents with a vital service, but also improves sustainability and diversion. This program helps reduce illegal dumping, as well as eases groundwater and soil contamination, and increases neighborhood aesthetics. In addition, most of the material collected is recycled.



7



At Your Door

WM has collected over **.32 tons of HHW** since October 2024.
94% of Collected Material Recycled or Re-Used

Pounds of Home Generated Special Materials Collected												
	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
Total Pounds Recycled	602											
Total Pounds Collected	638											
%Recycle or Reused	94%											



Waste Management Green Facts

- WM recycles over 15 million tons of material each year
- WM services 5.5 million recycling customers daily
- 90% of plastics generated in the U.S. each year winds up in landfills or incinerators

Three Rules to Recycle Right:

- Recycle clean bottles, cans, paper and cardboard
- Keep food and liquid out of your recycling
- No loose plastic bags and no bagged recyclables

Learn more at www.wm.com/recycleright



Thank you





City of La Marque

Monthly Report

November 2024

Shanna Lopez

Public Sector Solutions Manager

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Collection Services

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As La Marque's preferred environmental services partner, Waste Management provides Waste and Recycling collection for Residential, Commercial and Industrial customers in the City of La Marque.

Waste Management provides curbside waste, recycling, bulk and green waste collection to **7,025** homes each week. Our various residential services performed by our collection team delivers **113,524** personal touches each month to the City of La Marque residents.

In addition to residential services, Waste Management provides waste collection to **393** Commercial Businesses each month, equaling **4,980** services per month.



The following report includes information on the number of residential and commercial customers in the City of La Marque, as well as the tons of material collected for residential recycling, trash and bulk.

[illegible]

Customer Service

We're dedicated to providing best-in-class service and making your life a little easier. We know our Customers will have questions and requests from time to time. Our State-of-the-Art Customer Service Team and Dedicated Public Sector Digital Care Desk are ready to assist residents and businesses of your city.

**WE DON'T JUST MANAGE
WASTE WE PROVIDE
SOLUTIONS**



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WM

Customer Service Summary Report

Waste Management provides service **three times** a week to approximately **7,025** homes in the City of La Marque. That is approximately **1,362,288 service opportunities** per year.

Customer Service Summary												
	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP
Reported Misses	26	25										
Container Maintenance	23	30										
Property Damage	0	0										
Other	85	76										
Total Issues	134	131										
Service Success	99.88%	99.88%										
	TOTAL										AVG	
	51										26	
	53										27	
	0										0	
	161										81	
	265										133	

* Detailed customer service report available upon request.



At Your Door

Waste Management's **At Your Door** program makes the responsible disposal of household hazardous waste, electronic, and other special materials safe, simple, and convenient for all La Marque residents. The addition of the **At Your Door** program not only provides La Marque residents with a vital service, but also improves sustainability and diversion. This program helps reduce illegal dumping, as well as eases groundwater and soil contamination, and increases neighborhood aesthetics. In addition, most of the material collected is recycled.



7



WM has collected over **.96 tons of HHW** since October 2024.
85% of Collected Material Recycled or Re-Used

8

Waste Management Green Facts

- WM recycles over 15 million tons of material each year
- WM services 5.5 million recycling customers daily
- 90% of plastics generated in the U.S. each year winds up in landfills or incinerators

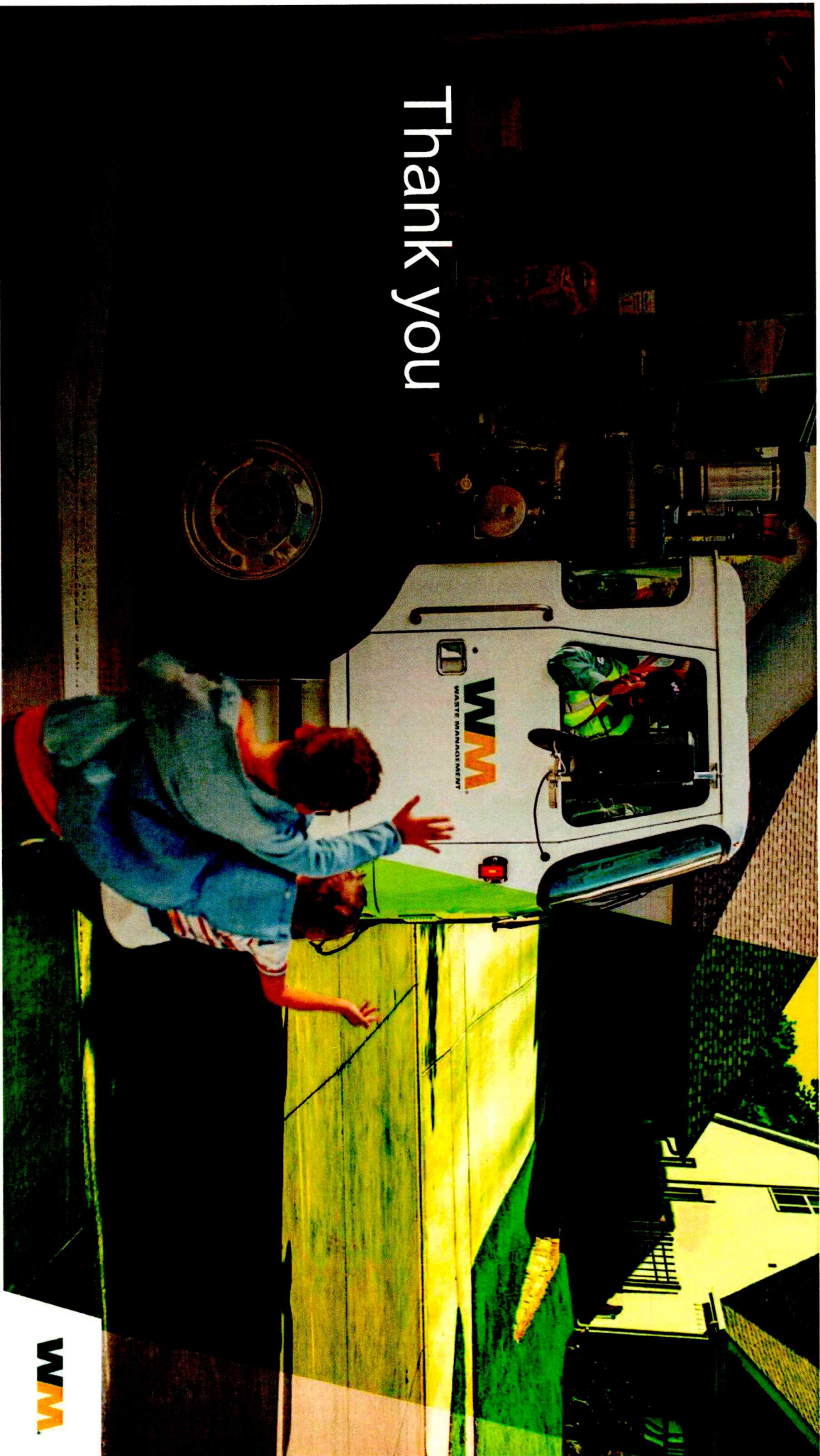
Three Rules to Recycle Right:

- Recycle clean bottles, cans, paper and cardboard
- Keep food and liquid out of your recycling
- No loose plastic bags and no bagged recyclables

Learn more at www.wm.com/recycleright



Thank you





**CITY OF LA MARQUE
KEEP LA MARQUE BEAUTIFUL COMMISSION
REGULAR MINUTES
of
December 11, 2024**

1. CALL MEETING TO ORDER

Chairperson Gonzales called the meeting to order at 6:00 p.m.

2. ROLL CALL

PRESENT:

Lyndsey Gonzales	Chairperson
Re'Chard Loftis	Vice-Chairperson
Kathy Herrin	Commissioner

ABSENT:

Terry Pettijohn	Commissioner
Ashley Gooden	Commissioner

CITY OFFICIALS:

Jose Hernandez	Code Enforcement Supervisor
Myrna P. Sanchez	Code Enforcement Administrative Assistant
Cesar Garcia	City Manager

3. PRESENTATIONS

3.I. Enhance Recycling with Recycling Registry

Jaime Diaz with Recycling Registry discussed how the program works and the types of materials that can be dropped off at the locations found on the Recycling Registry website.

4. REPORTS

4.I. Financial Report

Chairperson Gonzales requested that Code Enforcement to talk to Finance to discuss a discrepancy of funds distributed incorrectly from accounts.

4.II. Waste Management Report

NO ACTION TAKEN.

5. CITIZENS PARTICIPATION

6. MINUTES

6.I. Regular Keep La Marque Beautiful Commission Minutes 11.13.24
Commissioner Herrin made a motion to approve the November 13, 2024 minutes.
Vice-Chairperson Loftis seconded. **MOTION CARRIED UNANIMOUSLY.**

6.II. Regular Keep La Marque Beautiful Commission Minutes 10.09.24
Commissioner Herrin made a motion to approve the October 09, 2024 minutes.
Vice-Chairperson Loftis seconded. **MOTION CARRIED UNANIMOUSLY.**

7. NEW BUSINESS

7.I. Yard of the Month for November Nomination
Vice-Chairperson Loftis made a motion to award yard of the month to Terry Taylor at 1310 Lyric Lane. Commissioner Herrin seconded. **MOTION CARRIED UNANIMOUSLY.**

7.II. Christmas Lights Decoration Nomination
Commissioner Herrin made a motion to award 1st place to 103 Cheyenne River Road, 2nd place to 704 Amato Street, 3rd place to 609 Azalea Drive and a participation award to 57 Upper Borondo. Vice-Chairperson Loftis seconded. **MOTION CARRIED UNANIMOUSLY.**

8. REQUESTS AND ANNOUNCEMENTS

Chairperson Gonzales requested to add event planning to the January agenda. She also requested a larger storage space for the Commission to maintain their swag. Vice-Chairperson Loftis volunteered to get pricing for a larger storage unit space at the U-Haul Storage Facility.

Commissioner Herrin mentioned that the La Marque Fire Department K9 Kai will be having his birthday celebration on the 5715 Texas Ave with plenty of activities for the kids.

City Manager Garcia shared that the council approved redesigning street signs to include the All America City logo for all remaining street sign replacements. He requested that Keep La Marque Beautiful Commission consider purchasing some of the remaining signs.

9. ADJOURNMENT

Vice-Chairperson Loftis made a motion to adjourn. Commissioner Herrin seconded. **MOTION CARRIED UNANIMOUSLY.**

*****Meeting adjourned at 6:37 P.M.***

Chairperson
Keep La Marque Beautiful Commission



Police Station Mural: approximately 275 sqft priced at a rate of \$5.50 per sqft, totaling \$1500 for the entire project.



Municipal

St



ooms Available

5041 | U-Haul Moving & Storage Of La Marque

01 Gulf Frwy | La Marque, TX 77568 | (409) 935-9352

te : 12/30/2024

Size	Description	Sq/Cu Ft	Rooms	Rate
5x5x5	Lockers 1st Floor Lower Level Climate	25/125	A226 ☐, A227 ☐, A231 ☐, A260 ☐, A262 ☐, A264 ☐, B112 ☐, B115 ☐, B121 ☐, B124 ☐	\$39.95
Total Available : 10				\$34.95
5x5x5	Lockers 1st Floor Upper Level Stair Climate	25/125	A228 ☐, A257 ☐, A259 ☐, B111 ☐, B117 ☐, B129 ☐	\$34.95
Total Available : 6				\$74.95
5x7.5x10	Interior 1st Floor Street Level Climate	37.5/375	B183 ☐, C146 ☐	\$84.95
Total Available : 2				\$109.95
7.5x10x10	Interior 1st Floor Street Level Climate	75/750	C158 ☐	\$154.95
Total Available : 1				\$179.95
10x10x10	Interior 1st Floor Street Level Climate	100/1000	A167	\$144.95
Total Available : 1				\$264.95
10x20x10	Interior 1st Floor Street Level Climate	200/2000	C110	\$224.95
Total Available : 1				\$309.95
10x25x10	Interior 1st Floor Street Level Climate	250/2500		
Total Available : 0				\$94.95
12x25x99	RV/Boat/Vehicle/Parking Outside Level No Climate	300/29700	G066	
Total Available : 0				

Size	Description	Sq/Cu Ft	Rooms	Rate
15x20x10	Drive Up 1st Floor Outside Level No Climate	300/3000	B013 ☐	Total Available : 1 \$249.95
13x25x11	RV/Boat/Vehicle/Parking Enclosed Level No Climate Electricity	325/3575	D026 ☐	Total Available : 1 \$234.95
12x30x10	Office/Warehouse 1st Floor Street Level Climate	360/3600	F005	Total Available : 1 \$449.95
13x30x9	RV/Boat/Vehicle/Parking Enclosed Level No Climate	390/3510	D009 ☐ , D017	Total Reservations : 1 Total Available : 1 \$224.95
13x35x9	Drive Up 1st Floor Outside Level No Climate Electricity	455/4095	D048 ☐ , E011	Total Available : 2 \$309.95
Total Reservations : 1 Total Available : 2 Needs Cleaning : 1 Damaged : 0 Total Reservations : 2 Total Available : 39  = View Combined Room Information ☐ = Online Move-in Rooms				

Fw: Trash Bash Registration Open

From Cesar Garcia <c.garcia@cityoflamarque.org>

Date Thu 12/19/2024 6:23 PM

To Kierra Nance <k.nance@cityoflamarque.org>; Kasey Lott <k.lott@cityoflamarque.org>

Cc Jose Hernandez <j.hernandez@cityoflamarque.org>; Myrna Pacheco-Sanchez <m.sanchez@cityoflamarque.org>; Shirley Trahan <s.trahan@cityoflamarque.org>; Amanda Hobby <a.hobby@cityoflamarque.org>; Agueda Jimenez <a.jimenez@cityoflamarque.org>; Joshua Pritchett <j.pritchett@cityoflamarque.org>

Good evening, Parks & KLMBC Boards:

Please see the email below for more information on this event. Please start reaching out to your contacts and invite them to register to volunteer. This will certainly be a great event for all.

One La Marque!

Cesar Garcia
City Manager
City of La Marque
1111 Bayou Road
La Marque, Texas 77568
O: 409-938-9211
C: 409-254-7370
www.cityoflamarque.org

La Marque
Texas



2024

Truly Human Notice: Are you receiving this email outside of normal working hours? Many of us currently work at a digitally-enabled, relentless pace. This can disrupt our ability to sleep, eat right, exercise, and spend time with the people that matter most. I am sending you this email at a time that works for me. I only expect you to respond when it is convenient for you. Thank you.

From: Guidroz, Kendall <Kendall.Guidroz@h-gac.com>

Sent: Thursday, December 19, 2024 2:29 PM

To: Guidroz, Kendall <Kendall.Guidroz@h-gac.com>

Subject: Trash Bash Registration Open

[External Email] This message originated from outside your organization.

Hello Everyone,

Trash Bash registration pages are now live on the website at <https://www.trashbash.org/sites.html> As I mentioned, we built the registration pages on the H-GAC website this year instead of using Eventbrite. I think this has made the forms themselves easier, but it also means we should be able to more easily provide registration updates. Please let me know if you or any volunteers who reach out to you have issues with the registration process.

Now that registration is open, we will ramp up advertising for Trash Bash. An email will be sent out to our distribution list later today announcing Registration is open, and we will update the Facebook page. If you haven't already seen it, there are also updates resources on the Site Coordinator page:

1. An updated 2025 communications guide if you need help putting together and email to your list
2. Save the date Electronic art in the size suitable for standard Facebook or Facebook Story posts, both in English and Spanish
3. The art for the front of the rack card – rack cards are expected to printed in January.
4. The QR code poster in English and Spanish.

Happy Holidays, and I look forward to seeing you at our next meeting in January.

Best,

KENDALL GUIDROZ

Senior Planner

Houston-Galveston Area Council

3555 Timmons Lane, Suite 120

Houston, TX 77027

Mailing Address: P.O. Box 22777

Houston, TX 77227

Direct | 713-993-2469

h-gac.com



Site Information: Highland Bayou (Mac McGaffey Highland Bayou Park)

Location:

Check in/Registration at Highland Bayou Park
1991 Getty Rd
La Marque, TX 77568

Special Notes:

Coordinator Names & Contact information:

Jose Hernandez
City of La Marque
(XXX) XXX-XXXX
j.Hernandez@cityoflamarque.org

Sheckeita Eaglin
Gulf Coast Authority
(409) 945-2230
seaglin@gcatx.org

Driving Directions:

From Houston take I-45 South to La Marque Frontage Road Exit 10 toward FM519/Main Street. Exit and continue South on the I-45 feeder and turn right on Getty Rd. Continue on Getty Rd. until you arrive at Mac McGaffey Highland Bayou Park.

Parking:

Parking is available at Mac McGaffey Highland Bayou Park.

Registration Area:

Registration and check-in is at Mac McGaffey Highland Bayou Park. Look for the Trash Bash signs!

Area To Be Cleaned:

Volunteers will cleanup in and around Mac McGaffey Highland Bayou Park.

Schedule for the Day:

8:00 am – 9:00 am	Registration
8:30 am – 11:00 am	Cleanup
11:00 am – 12:00 pm	Lunch, door prizes, activities



Site Information: General Event Safety and Information

Registration, Liability Waiver, and Photo Release Form:

Every participant must sign a registration form that includes a liability waiver section and photo release before participating in the cleanup. Minors must have the form signed by their parent or guardian, not just a chaperone. Registration forms can be downloaded in English or Spanish from the Trash Bash® [website](#) so that you can print the form, complete it in advance, and bring it with you. This is especially recommended for larger groups to help speed up the registration process.

What to wear/bring:

Trash Bash® will happen rain or shine unless inclement weather poses a danger to participants. Conditions can be slippery, muddy, or overgrown, and temperatures can range from cold to warm. It is recommended that you bring the following items: pants, sunscreen, hats, insect repellent, rubber boots or sturdy closed-toed shoes you don't mind getting dirty, and rain gear. NO sandals or flip-flops. Volunteers wearing inappropriate footwear will not be allowed to participate.

Trash NOT to pickup:

Do not pick up medical waste, 55-gallon drums or other sealed closed or sealed containers, hazardous materials, broken glass, partially buried items, or heavy items requiring more than one person to lift it. Tell a site organizer the location of the item, and the proper authority will be called for their collection.

You can watch a safety video [here](#).

Restrooms:

Trash Bash® is an outside event, and at most cleanup sites the restroom options will consist of port-a-potties with handwashing stations. In a few locations, such as some of the parks, additional facilities may be available but cannot be guaranteed. Individual site contacts may have more specific details if needed.

Accessibility:

Trash Bash® is an outdoor litter cleanup on and around the banks of our local waterways. If you have any mobility or accessibility concerns about a site, it is best to contact the specific site coordinator to discuss.

What is provided for volunteers at Trash Bash®:

Supplies

Trash Bash® cleanup locations provide volunteers with gloves and trash bags. Trash grabbers are available but are limited and are not provided to every individual. If you have your own gloves or trash grabbers you prefer to use you may bring them with you.

T-shirt

Trash Bash® t-shirts are available at registration the morning of the event on a first-come first-serve basis.

Lunch/Drinks

All volunteers are invited to stay after the cleanup for a free lunch. Lunch usually consists of hot dogs, chips, and cookies. Water is available throughout the event. Individual sites may have additional beverage options. As Trash Bash® is an outdoor event, lunch will also be served outside, usually at the registration location.

Visit www.TrashBash.org for information on the event, safety, and the required waiver.

PLEASE DOWNLOAD AND FILL OUT FORM COMPLETELY AND EMAIL TO KENDAL.GUIDROZ@H-GAC.COM TO TURN IN FOR TRASH BASH 2025.
PREVIOUS YEAR'S REQUESTS ARE ALSO AVAILABLE FOR REFERENCE ON THE SITE COORDINATOR PAGE.

2025 ALLOCATIONS		NAME OF SITE: [YOUR SITE NAME HERE]	
ESTIMATED ATTENDANCE: [YOUR ESTIMATE HERE]		PLEASE LIST ITEMS STORED WITH YOU IN THE COMMENTS - DO NOT INCLUDE THEM IN THE COUNTS BELOW. COUNTS SHOULD BE WHAT YOU NEED TO PICK UP.	
Registration		Signage	Buses/Shuttles
Reg. Form (E)		13' Event Sign	Buses
Reg. Form (S)		9' Event Sign	Shuttles
Wristbands		Bandit Date Sign (the large bandit sign)	Comfort Stations
Tents		Event Banner Signage (3'x5' vinyl)	Regular Portalets
Patches for Scouts		Welcome Banner	Handicapped Portalets
Gloves* order by the dozen		Thank You Banner	Hand Washing Stations
Small (dozen)		Bandit - Trash Bash	Trash and Tires
Medium (dozen)		Bandit - No Parking	Dumpsters/Rolloffs
Large (dozen)		Bandit - Bus Stop	HCFCD (trash and/or tires?)
X-Large (dozen)		Bandit - No Parking, Bus Stop	Other
Waste Receptacles		Bandit - No Dumping	Tshirts
Recycling Unit Stand w/Lid		Bandit - Drop Trash Here	Youth M
Clear Bags for Recycling Units above		Wire Stakes for Bandit Signs	Small
Event Boxes		Educational Items	Medium
Natural Bags for Event Boxes above		LID Stormwater Game	Large
Black Bags for Trash Items		Stormwater Poster	XL
Blue Bags for Recycled Items		LID Pledge	XXL
Garbage Pickers (max 1 per 5 people)		FOG Game	XXXL
Products for Food		FOG Pledge	Food Items
Cooler Boxes (2 sizes available)		FOG Poster	Hot Dogs (1.5 per vol)
Hot Dog Paper Boats (1.5 per vol)		Pitch the Poop (PTP) Poster	Hot Dog Buns (1.5 per vol)
Napkin Cartridges (875 per cartridge)		PTP Sandwich Board Easel	Chips (1 per vol)
Paper Towel Rolls		Pitch the Poop Pledge	Cookies (1 per vol)
First Aid & Safety		PTP Trash Cans	Bottled Water (2.5 per vol)
First Aid Kit		PTP Play-Doh	Public Health
Safety Vests		Pet Waste Bag Dispensers	COVID Health Signs
Megaphone		Litter Game	Large Hand Sanitizer

First Aid Sign			Litter Poster			Small Hand Sanitizer	
Safety First Sign			Litter Pledge				
Caution Snakes Sign			Tri-fold posters (request as 1 set of 3)				
Special Requests							
[Do you have special requests for your site, such as sharps containers if needles are an issue at your location? These items are not guaranteed, but we would like to see if other items might need to be added or purchased]							
Comments							
[Note if you have items stored with you including count and if repairs are needed, or if you want some of the signage in Spanish. Any other comments needed to clarify items can also be added.]							



Meeting Minutes

River, Lakes, Bays 'N Bayous Trash Bash® 2025 Steering Committee Meeting #2

Tuesday, November 19, 2024

2:00 p.m. to 3:30 p.m.

Meeting:

1. Welcome and Introductions

- Attendees: Elisa O'Neal (Armand Bayou); Crissy Butcher (Baytown); Darryl Tate (Brays Bayou); Julia Coussens (Buffalo Bayou); Julie Masters (Dickinson Bayou); Natalie Stephens, Saul Garcia, and Kevin Padgett (GB – Seabrook); Colleen Gilbert and Carol Revuelta (Greens Bayou); Sheckeita Eaglin, Cesar Garcia, and Jose Hernandez (Highland Bayou); Amy Dinn (Kuhlman Gully); Natalia Sanchez and Will Kuehne (Little White Oak Bayou); Denise Ehrlich and Mike Morris (Sims Bayou); Michael Anne LaBonte (WOB – Ermel); Lori Traweek, Lisa Brasher, and Valerie Hawker (Texas Conservation Fund/Gulf Coast Authority); Kendall Guidroz (H-GAC) Morton Sager (Bayou Preservation Association);
- Action Item:** If you have not confirmed your site participation, please do so by December 1, or we will not be able to include you this year.

2. Meeting Schedule, and Deadlines

- Meeting Schedule – meetings will be hybrid. Meeting invites will be sent out directly moving forward rather than just included as email attachments.
 - ~~○ TBSC Meeting #1 – Tuesday, September 24~~
 - ~~○ TBSC Meeting #2 – Tuesday, November 19~~
 - TBSC Meeting #3 – Tuesday, January 14
 - TBSC Meeting #4 – Tuesday, February 11
 - TBSC Meeting #5 – Tuesday, March 4
 - T-shirt and Water Pickup (Washburn Tunnel Facility & Pasadena Memorial Park) – Wednesday, March 26
 - South (Bay Area) Storage Unit Supply Pick Up – Thursday, March 27
 - North (Houston) Storage Unit Supply Pick Up – Friday, March 28
 - Trash Bash® 2023 – Saturday, March 29
 - South (Bay Area) Storage Unit Supply Returns – Monday, March 31
 - North (Houston) Storage Unit Supply Returns – Tuesday, April 1
 - Appreciation Luncheon – TBD
- Site Coordinator Deadlines – The previous year's forms are available in a PDF document to review on the site coordinator page with a JotForm link to note what, if anything, needs to be edited.
 - Action Item:** If you have not submitted your Site Information updates or Allocation requests, please do so ASAP.
 - Action Item:** If you have a site at a City of Houston park, please get your trash/tire/portolet map reviews and updates completed ASAP instead of waiting until the deadline, as they are needed for the park permits.
 - Site Information Sheets for website – 10/04
 - Waste Hauler Confirmation – 10/04
 - Allocation Forms – 11/01
 - Trash/Tire/Portalet Maps – 1/10
 - Transportation Maps – 2/07

Site Coordinator Website: <https://www.trashbash.org/401/login.php?redirect=/site-coordinator.html> **PW:** sitecoordinator2025

Next Meeting: Tuesday, January 14, 2025

Event: Saturday, March 29, 2025



Meeting Minutes

- Site Reports/Surveys/Photos – 4/07
- Site Coordinator Page on TrashBash.org
 - Password has been updated to sitecoordinator2025

3. Site Discussion

- Existing Site evaluations – Everyone should have completed a site evaluation by now and gotten any needed permissions. City of Houston parks permits will go in early December if materials are confirmed by coordinators.
- Citgo and Precinct 4 are moving the Buffalo Bayou site to Bear Creek Park for safety and logistics.
- Houston Botanical Gardens will be added as satellite part of the Sims Bayou site in replacement of either Reveille or Stuart Park. Right now the plan is to still have the registration/main site still at Glenwood park, but the Gardens seem open to being a backup for the main site if we have issues with permits from City of Houston. Only issue is we could not grill the hot dogs at the gardens.
- Virginia Point decided to pull out from the event due to continued safety and logistic concerns from construction down there. City of La Marque will be joining the Gulf Coast Authority team to host a new site in that area at Mac McGaffey Highland Bayou Park. We are excited to have them on board!
- The new groups Friends of Moody Park will be taking over coordination of the Little White Oak Bayou site with guidance from Greater Northside Management District. Welcome!
 - **Action Item:** Any site that has not submitted the needed changes to their Site Information form needs to do so ASAP.
 - **Action Item:** confirm any outstanding permissions or issues at your sites asap.
 - **Action Item:** If your site is hosted at a CoH park, please review your trash/tire/portoilet maps by early December to let me know if any changes need to be made so they can be submitted with the permit application.
 - **Action Item:** Kendall will try to contact permit department and get a contact for parks to confirm upfront what they will require to allow the sites so we don't have issues like last year.

4. Promotion

- All outreach materials will try to be available in English and Spanish this year
- QR code posters have been updated with 2025 date and are available on the site coordinator page in English and Spanish
- An “evergreen” rack card we can use each year has been developed in English and is with H-GAC communications team for translation to Spanish. It will hopefully be available by early January.
 - This rack card replaces the postcards that were not really being used and will have the English and Spanish translations on one outreach item rather than separate. It also has a QR code.
 - **Action Item:** We plan to order a bulk amount since it can be used in future years, but if you have a specific amount you would like to get for your site/organization, please let Kendall know.
- KPRC Channel 2 will be helping with promotion this year by creating a 30 second advertisement and providing a Houston Life segment to air in March. This is part of a project funded by Galveston Bay Estuary Program.
- 2025 digital graphics are being finalized and should be available soon.
 - Buffalo Bayou requested some graphics to help advertise the move to Bear Creek Park. This can also be noted in the e-blasts that go out.
 - Graphics will also be created to highlight the new Highland Bayou site, and it will be mentioned in the e-blasts.

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- Graphics will generally be created to fit facebook posts and facebook story formats, which should work for most digital needs. If another specific format is needed, please let Kendall know.
- If planning to use materials not created by Trash Bash, try to follow Trash Bash branding, and don't include any messages or promotions not sanctioned by Trash Bash (i.e. social gatherings after the cleanup, etc.). If creating your own, please send to Kendall or Lori for review.

5. Fundraising and Budget

- Event Sponsor materials are available on the website. Sponsor forms are digital this year.
- Remember that if a sponsor (over \$250) notes that the sponsorship is in support of a specific site, that site gets the first \$250 of the sponsorship added to their site budget. Be sure to tell that to any sponsors you may recruit so they do not name your site.
- Site budget base amounts were updated 2 years ago to accommodate rising costs. However, as some sites do have more sponsors who choose their sites due to location, if you want your base budget to be reconsidered, please reach out to Kendall and Lori.
- The deadline for sponsors to be included on printed materials (and to impact site budgets) is February 1
- HEB gift cards have been donated again this year for use for condiments, extra drinks or snacks, or door prizes, or anything else your site needs that you can find at HEB. As HEB is a consistent sponsor, when possible it is nice to purchase the HEB brand options with the gift cards.
- Site budgets are used for other needs not covered by the general Trash Bash coordination or HEB gift cards.
 - **Action Item:** don't forget that all HEB gift card and site budgets receipts are needed for your reimbursement report after the event.

6. Education

- Education exhibitors require approval by Texas Conservation Fund
 - Most are approved, but we encourage booths to not have anything that could become litter, and we do not want vendors who are trying to sell things.
 - Sponsors are allowed to have tables at sites, though we ask that they let us know so you can plan for that.
- The instructional guide will be translated into Spanish this year.
- A training on the educational games will be provided again this year if you want to recruit new volunteers.
 - **Action Item:** if new (or existing) site teams need help recruiting people to run the education displays, let Kendall know soon.

7. New Business

- Other new business as brought forth by committee members

8. Next Meeting

- Tuesday, January 14, 2:00-3:30 p.m. hybrid at H-GAC or on Microsoft Teams.
- Calendar invites will be sent out directly again rather than just as attachments in emails. They will go to our entire planning email list, so if anyone on your team wants to be removed from it let me know.