CITY OF LA MARQUE
CITY COUNCIL
REGULAR AGENDA
of
January 26, 2026

Notice is hereby given that the City Council of the City of La Marque, Texas will conduct a **Regular Meeting** on **January 26, 2026**, 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 (councilzoom.cityoflamarque.org)**. In accordance with Section 551.127(b) of the Texas Government Code the presiding officer and a quorum of the La Marque City Council intend to be and will be physically present at 1109-B Bayou Road, La Marque, Texas. This location will be open to the public and the meeting will be broadcast at this location, on Channel 16, and via YouTube (https://www.youtube.com/watch?v=L6G8ypjyEDo).

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

1. CALL MEETING TO ORDER

2. ROLL CALL

3. INVOCATION AND PLEDGE OF ALLEGIANCE

4. PRESENTATIONS

   4.I. .Gov update - Communications and IT

5. 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 Council (limited to three (3) minutes). If wishing to speak give the Mayor 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 mayor will call on you in turn.

6. MINUTES

   6.I. Regular City Council Minutes 01.12.2026

   6.II. Regular City Council Minutes 05.13.2024

   6.III. Regular City Council Minutes 04.08.2024

7. OLD BUSINESS
Items presented to the Council for discussion and possible action:

7.I. Tree City USA
Considering the process to become a Tree City USA participant - *District D / District C*

7.II. Budget Priorities
Establishing Budget Priorities for the 2026 year - *Administration*

8. NEW BUSINESS
Items presented to the Council for discussion and possible action:

8.I. Ordinance No. O-2026-0001
Consolidating the Planning and Zoning Commission and the Board of Adjustments; making various findings; and providing an effective date - *City Clerk/Legal*

8.II. Ordinance No. O-2026-0002
Amending the meeting dates for certain boards and commissions; making various findings; and providing an effective date -*City Clerk*

8.III. Resolution No. R-2026-0002
Authorizing certain officers of the City to sign and endorse checks and drafts of the City of La Marque IDC bank accounts - *Finance*

8.IV. Contract for Internet Services with Comcast
Considering a contract between the City of La Marque and Comcast to centralize internet usage - *Finance / IT*

8.V. Forensic Audit RFQ
Discussing potential topics regarding a Request for Qualifications for Forensic Audit - *Finance*

8.VI. Finance Policies & Procedures
Updating the Financial Policies and Procedures for the City of La Marque in accordance with recommendations by the Texas General Land Office - *Finance*

8.VI. Removing the Hiring Freeze
Requesting the removal of the City of La Marque Hiring Freeze - *Administration / Finance*

9. CITY MANAGER REPORT
A submitted report to update Council and the Community on the standard operations of the City. This report can be acknowledged as a whole or discussed at the pleasure of Council.

9.I. Municipal Court Stats December 2025

9.II. Utility Billing Report

9.III. Delany Traffic Update

9.IV. Financial Update

9.V. FLEET Update

9.VI. Main St. Sewer Update

9.VII. City Clerk's Report

9.VIII. Items for the Good of the Order

10. EXECUTIVE SESSION
The City Council for the City of La Marque, Texas reserves the right to adjourn into executive session at any time during this meeting to discuss any of the matters listed above, as authorized by the Texas Government Code Section 551.071 (Consultation with Attorney), 551.072(Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices), and 551.087 (Economic Development)

11. ACTIONS TAKEN FROM EXECUTIVE SESSION

12. REQUESTS AND ANNOUNCEMENTS
Requests by Mayor and Council Members of items to be placed on future City Council 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

13. ADJOURNMENT

CERTIFICATION:

I hereby certify that the above notice of meeting was posted at 1109-B Bayou Road, La Marque, Texas on January 20, 2026, by 6:00 p.m.

_____
Kierra K. Nance, TRMC
City Clerk

To: La Marque City Council and Interim City Manager Barbara Holly

From: Colleen Chilcoat, Communications Coordinator
Date: January 21, 2026
Subject: Strategic Communications Realignment & Accessibility Compliance Plan

In November 2025, Council was presented with a realignment plan outlining the steps needed to ensure that City communications remain legally compliant, strategically focused, and responsive to the needs of our residents. This memo provides an update on that progress.

Website-First Approach

Work continues to refocus resources and centralize communication efforts to the city's website, which serves as the primary communication tool for residents. Comprehensive updates are ongoing, and residents can expect improvements every week. Examples:

- Improved user experience for registering for emergency alerts and notifications
- Updated staff directory and city phone numbers
- Corrected or removed outdated information
- Added Factual Fridays and Finance Reports to the website/newsroom
- Scheduled quarterly departmental web content check-ins

Request Tracker Refresh/Relaunch

- Focus on cleaning up categories, closing out tickets, understanding staff use
- Residents encouraged to utilize concern.cityoflamarque.org
- Developing clear instructions and resources to help citizens navigate and use
- Internal protocol development underway, staff training pending in March

Accessibility Progress

Federal ADA Title II Final Rule (2024) mandates municipal websites meet WCAG 2.1 Level AA accessibility standards by April 2026. Texas Government Code Chapter 2054 and HB 5195 (2025) require modernization and accessibility compliance by September 2025.

- AudioEye, a digital accessibility tool that helps organizations meet WCAG and ADA requirements, is live on our website at no additional cost to taxpayers.

- ADA compliant file names and descriptions are included on every image, file or photo added to the City of La Marque website.
- Website audit underway to assess accessibility compliance

City of La Marque is migrating from a .org to a .gov Feb 2, 2026

- Security improvement and best practice
- CJIS Criminal Justice Information Services designation
- IT and COMMS monitoring vanity URLs, broken links, especially OpenGov bill pay links for Utility Billing and Court

Mass Notification Training

- Teams from EOC, FIRE, PD, PW, ADMIN and COMMS attending training Feb 2, 2026, to retain access and fully utilize emergency comms.

Channel 16 training

- IT and COMMS joint training on Channel 16 PEG Access Channel Jan 22, 2026
- Once trained, refocus on promoting Channel 16 as a free and reliable source for city updates and emergency communications

Revamping City Event Application and Permitting Process

- New digital form and step by step process originating in Development Services with new SOP for internal departmental approval/notification

CivicSend City of La Marque Digital Newsletter Launching this Spring

- Reallocation of funds, no new costs, improved resident outreach

Brand Refresh

- Pending, priority is to update all external communications, forms, etc. to ensure brand compliance

Social Media Policy Review

- Pending, social media remains a supporting role in our communications strategy.

Community Engagement & Internal Communication

- To foster a more positive and inclusive civic environment, we plan to:
    - Launch a resident survey to identify preferred communication channels and accessibility needs
    - Develop a media plan with designated PIOs for emergency scenarios
    - Implement a staff communication policy and initiate a monthly internal newsletter to improve employee engagement and alignment with city priorities
    - Deepen cross promotion across city departments

Thank you for your patience and support as we work to build a stronger, more accessible communications system for La Marque. Together, we can create a positive, connected community.

CITY OF LA MARQUE
CITY COUNCIL
REGULAR MINUTES
of
January 12, 2026

1. CALL MEETING TO ORDER
   Mayor Bell called the meeting to order at 6:02 p.m.

2. ROLL CALL
   PRESENT:

Keith Bell	Mayor
Joe Compian	Mayor Pro Tem/ District B
Kimberley Yancy	District A
Joseph Lowry	District C
Tonia Griffin	District D

3. INVOCATION AND PLEDGE OF ALLEGIANCE
   All assembled recited the Lord's Prayer in unison.
   Councilmember Griffin led the pledge.

4. PRESENTATIONS

   4.I. Proclamation: National Human Trafficking Prevention Month
   Mayor Bell read a proclamation honoring National Trafficking Prevention Month.

5. CITIZENS PARTICIPATION

- Joe A. Hix Sr. (Volney St) spoke regarding ditch excavation. He also shared concerns regarding the cost of water bills, and the explanation he received from the utility billing department.
- Ted Hill (Texas City, TX) shared good news, "God loves you." He continued by stating that God wants the conflict to stop, "cease hostilities." He stated that the town is too small to continue in turmoil. He wants La Marque to be the place where his glory is restored.
- Nathan Evy and Nick Frienchet (Medium Pace, LLC) requested that certain permitting fees be waived for a project that they are looking to develop.
- James Ross (Ave D) spoke regarding assertions made in a recall petition against the Mayor. He believes some of the statements made in the affidavit constitute tampering with a government document. He believes this is something to be followed up on by city administration, not the citizens.

- Augie Molis (Spoonbill Ln) wished everyone a Happy New Year and stated that the new streetlights along the 1765 corridor do not work. He also spoke of a foul smell coming from the sewer holes in his neighborhood and spoke of a public safety issue regarding shrubbery at a particular intersection.
- Alexa Cross (Sable Terrace Ln) spoke regarding the entrance to Delany Cove, and requested a new traffic study be done in the area. She stated that the current construction in the area is causing additional traffic in the neighborhood. She has requested that the flashing light at their entrance be turned into a stoplight.
- Ivan Langford (White Heron Dr) presented the Council with a historical artifact from the Dickinson Historical Society, a newspaper article from the Historical Buttermilk Junction Festival.
- Robert Michetich (N Curlew) requested that the secondary polling location of the La Marque Fire Administration be opened for the May election. He stated that the council has never voted on the Delany Cove treatment expansion. He stated that money has been given to a developer that takes away from updates to another lift station.
- Re'Chard Loftis ***declined to give address*** requested a study on signage in the city, and additional training for staff so they can recognize when these items need to be corrected. He stated that he had been requesting information from when his son was illegally detained at gunpoint. He also spoke to an email requesting that he be arrested for utilizing his free speech.
- Michael Bock (Longridge) read an email he received. He spoke regarding lack of quorum stating that the city needs to show respect to the boards and commissions.
- Clarence Caldwell ***declined to give address*** shared concerns regarding his neighbors not collecting their trash cans. He also spoke to the fact that areas of the city are dark, and people parking on the roads prevents public safety access in cases of emergency.
- Robert Harvey ***declined to give address*** spoke to an incident involving a councilmember and their spouse that resulted in him having to use self defense. He also shared concerns regarding his belief that he is being stalked, and has had his first amendment rights violated by this particular councilmember. He does not understand why the police are not doing anything.
- Gloria De La Cerde (Main St) shared concerns regarding new sidewalks. She stated that since the sidewalks have been installed there have been sewer backups in the area. She is asking for a point of contact, consistent messaging, and more information.
- Natalie Ruiz ***declined to give address*** believes that there are issues within "the system" as the government system is failing from the ground up and top down. She shared a series of tips for how to engage in democracy.
- BZ Watchdog ***declined to give address*** spoke regarding patterns displayed by a certain councilmember, who he believes is using their position to influence police action. He spoke to bodycam footage that is being withheld from the public and demanded transparency and accountability.

6. MINUTES
Councilmember Griffin made a motion to approve all minutes as submitted. Mayor Pro Tem Compian seconded the motion.
MOTION CARRIED UNANIMOUSLY.

6.I. Special City Council Minutes 12.08.2025

6.II. Regular City Council Minutes 12.08.2025

7. PUBLIC HEARINGS
***Mayor Bell recessed the Regular Meeting and entered into Public Hearings at 7:06 p.m.*

7.I. Ordinance No. O-2025-0029
There was no public comment.

8. OLD BUSINESS
***Mayor Bell closed the Public Hearing and reconvened the Regular Meeting at 7:07 p.m.*

8.I. Ordinance No. O-2025-0029
Councilmember Griffin made a motion to adopt Ordinance No. O-2025-0029. Mayor Pro Tem Compian seconded. **MOTION CARRIED UNANIMOUSLY.**

8.II. Boards and Commissions
There was no public comment.
Mayor Bell nominated Fiona Lane to TIRZ Board and Alan Honish to Planning & Zoning. Councilmember Griffin seconded nominations. **MOTION CARRIED UNANIMOUSLY.**
Councilmember Yancy nominated Orlando Archibald to Planning & Zoning.
Councilmember Griffin nominated Sade Williams to Planning & Zoning.
Mayor Pro Tem Compian seconded the nominations. **MOTION CARRIED UNANIMOUSLY.**

9. NEW BUSINESS

9.I. Resolution No. R-2026-0001
Mayor Pro Tem Compian made a motion to adopt Resolution No. R-2026-0001. Councilmember Griffin seconded. **MOTION CARRIED UNANIMOUSLY.**

9.II. Election Contract
Councilmember Griffin made a motion to ratify a contract with the Galveston County Elections Division to conduct the City of La Marque General Election on May 2, 2026. Mayor Pro Tem Compian seconded.
A brief discussion regarding a request for the use of the Fire Administration Building as a polling location ensued.
MOTION CARRIED UNANIMOUSLY.

9.III. Request for Qualifications - City Attorney and Prosecutorial Services
Mayor Pro Tem Compian made a motion to authorize the request for qualifications

for city attorney and prosecutorial services. Councilmember Griffin seconded. Mayor Pro Tem Compian shared that he would like to remove the prosecutorial services. It was determined that, per the city ordinances, these services are connected.
MOTION CARRIED UNANIMOUSLY.

9.IV. Request for Proposal - City Manager Recruitment
Mayor Pro Tem Compian made a motion to authorize the issuance of a request for proposal/qualifications for a city manager recruitment firm. Councilmember Lowry seconded. **MOTION CARRIED UNANIMOUSLY.**

9.V. Awarding Construction Contract for Citywide Lift Station Upgrade – Package No. 2
***Councilmember Lowry exited at 7:18 p.m.*
Public Works Director Shannon Breaux clarified that this project will complete and additional 7 lift stations, for a total of 11 out of 22 lift stations to be completed.
Brent Berthier, ADICO Engineering, clarified that this project was awarded to the second-lowest bidder, as the lowest bidder did not have the necessary experience to complete this work.
Mayor Pro Tem Compian asked that the locations of the lift stations be included.
Mayor Pro Tem Compian made a motion to award the construction contract for the Citywide Lift Station Upgrade - Package No. 2 to Matula & Matula Construction. Councilmember Griffin seconded.
Councilmember Yancy requested a list of contractors and subtractors for this project.
***Councilmember Lowry returned at 7:23 p.m.*
MOTION CARRIED UNANIMOUSLY.

9.VI. Certificate of Completion for the ARPA Citywide Asphalt Milling and Overlay Roadway Improvements Project
***Mayor Pro Tem Compian exited the meeting at 7:26 p.m.*
Public Works Director Breaux identified Kenneth, Steveroy, Mar Ann, and McKinney Streets as the area impacted by this project.
Councilmember Griffin made a motion to accept the Certificate of Completion for the ARPA Citywide Asphalt Milling and Overlay Roadway Improvements Project. Councilmember Yancy seconded. **MOTION CARRIED WITH 4 AYES AND 1 ABSENT (COMPIAN).**

9.VII. New IT Server
***Mayor Pro Tem Compian returned at 7:27 p.m.*
Councilmember Griffin made a motion to authorize the City manager to purchase a new IT server for an amount not to exceed $500,000. Mayor Pro Tem Compian seconded.
IT Director Conrad Ferraris shared that this new IT server is to facilitate the relocation of the La Marque Police Department in order to serve that operation. The current site will be utilized as a secondary site.
Discussions regarding the 2018 Certificate of Obligation, which will be utilized for this project ensued, including how this project is allowed for these restricted funds. It was determined that these funds are restricted to use regarding the

"ABC Buildings" and Police Department, both of which are met through this project.
Councilmember Yancy raised concerns regarding utilizing "Building A" for a police station, as the department needs a new station and this facility was initially intended to be a youth facility.
Discussions regarding the intention of the funding and contract terms ensued. After a lengthy discussion, it was clarified that the 2018 Certificate of Obligation would only pay for the initial costs, and the intent is to absorb the annual fee into the annual departmental budget.
MOTION CARRIED WITH 4 AYES AND 1 NAY (LOWRY).

9.VIII. Budget Priorities
NO ACTION TAKEN.

9.IX. Boards and Commissions
City Clerk Nance shared that there has been a growing concern regarding attendance and participation in the city's boards, commissions, and committees. She shared that the purpose of the agenda item was to gain council input on how to proceed. She proposed recommendations for potentially consolidating some of the groups, reducing the frequency of meetings, and/or appointing more members. She shared that the staff's main concern is regarding quasi-judicial boards, whose lack of meetings are stalling progress within the city.
When asked for a recommendation by Mayor Bell, she recommended considering moving advisory groups to quarterly meetings, and combining the Board of Adjustments with the Planning & Zoning Commission as state law allows for this to be one board.
After clarity regarding the state law for Zoning and Adjustments, City Clerk Nance was asked to bring a proposal to a future meeting.
NO ACTION TAKEN.

9.X. Ordinance Review Committee
Mayor Pro Tem Compian made a motion to recommission the Ordinance Review Committee. Councilmember Yancy seconded. **MOTION CARRIED UNANIMOUSLY.**

9.XI. Events and Promotions
Communications Coordinator Colleen Chilcoat shared that the city is looking to reduce the number of events hosted by the city and provided a proposal for a modified schedule.
The Council shared events and promotions items that were important to each councilmember and discussions related to sponsorship ensued.
Councilmember Yancy recommended that staff take the next 30 days to try to acquire sponsorship for the events for the year and then return to council for final consideration.
NO ACTION TAKEN.

9.XII. 2026 Holiday Calendar
Councilmember Yancy made a motion to approve the amended 2026 Holiday Calendar. Councilmember Griffin seconded. **MOTION CARRIED UNANIMOUSLY.**

9.XIII. Tree Program

Councilmember Lowry requested that the city look to have a new identity regarding trees. He believes this is an opportunity for everyone to work together and clean the air.

Mayor Pro Tem Compian acknowledged that there is a Tree City USA designation that the city could aspire to.

Councilmember Griffin shared that this is one of the discussions that the Parks Board brought to the council previously; she had provided the information to Interim City Manager Holly.

Mayor Pro Tem Compian made a motion to bring back information regarding Tree City USA. Councilmember Griffin seconded. **MOTION CARRIED UNANIMOUSLY.**

10. CITY MANAGER REPORT

***Items 10.I, 10.II, 10.III, 10.V, 10.VI, and 10.VII were pulled for discussion.*

10.I. Civic Academy Update

Communications Coordinator Chilcoat shared that this is a project in progress and the city has identified volunteers to assist with development.

10.II. Delany Lift Station

Clarifications regarding this lift station ensued with Brent Berthier of ADICO Engineering. He identified that this lift station was in "dire need of care" and this project was not upgraded as the public has claimed but rehabilitated, as there was only one pump and no backup pump at this lift station. He shared that this was part of the initial GLO rehabilitation package along with 2 other major lift stations.

***Mayor Pro Tem Compian exited the meeting at 8:48 p.m. and returned at 8:49 p.m.*

This project was bid, awarded to the second-lowest bidder due to experience, and was given a "face lift."

Lengthy discussion regarding this project ensued.

10.III. Vision 2050

Mayor Pro Tem Compian acknowledged that the city is encompassed in 4 school districts.

10.IV. Municipal Court Stats

Stood as submitted.

10.V. Active Grants Report

Mayor Pro Tem Compian asked clarifying questions regarding the Livable Centers Grant and the Mahan Boat Ramp Projects.

Discussions ensued regarding clarifications on the grants report.

10.VI. City Clerk Report

Stood as Submitted.

10.VII. Finance Report

Finance Director Ferguson shared that during the software implementation he

found issues that should have been found during the prep work phase of this process. He and his team are working to reconcile these items. He is hoping to have this process completed by the end of the month.

10. VIII. Items for the Good of the Order

Interim City Manager Holly announced that city offices are closed January 19th. There have been 34 submissions for the Chief of Police position. On February, 6th the city would be receiving an award for the Arts in the Park program. She announced that Inside La Marque should be reaching residents soon, and announced Bayou Fest on April 10th and 11th. She provided updates on the software implementation and announced upcoming events at the La Marque Public Library.

11. EXECUTIVE SESSION

There was no executive session.

12. ACTIONS TAKEN FROM EXECUTIVE SESSION

No actions were taken.

13. REQUESTS AND ANNOUNCEMENTS

Councilmember Griffin shared that her birthday is on January 15th.
Councilmember Lowry requested a copy of the police chief applicants. He requested that the city clerk be placed on the next agenda.
Councilmember Yancy requested that Delany Cove traffic concerns be placed on the next agenda. She wished the ladies of Delta Sigma Theta a happy early Founders Day.
Mayor Pro Tem Compian declined to comment.
Mayor Bell requested a follow-up on the sewer backup on Main St. He wished everyone a happy new year, and he is excited about what the year holds for the city. He welcomed everyone to participate in MLK Day of Service.

14. ADJOURNMENT

Councilmember Yancy made a motion to adjourn. Councilmember Griffin seconded. **MOTION CARRIED UNANIMOUSLY.**
***Meeting was adjourned at 9:52 p.m.*

CITY OF LA MARQUE
CITY COUNCIL
REGULAR MINUTES
of
May 13, 2024

1. CALL MEETING TO ORDER
   Mayor Bell called the meeting to order at 6:01 p.m.

2. ROLL CALL
   PRESENT:

Keith Bell	Mayor
Joe Compian	Mayor Pro Tem/District B
Kimberley Yancy	District A
Melanie Leyva Allred	District C
Joseph Lowry	District C
James Ross	District D

3. INVOCATION AND PLEDGE OF ALLEGIANCE
   Councilmember Yancy gave the invocation and Councilmember Ross led the pledge.

4. PRESENTATIONS
   This item was taken after item 7.1

   4.I. Oath of Office - Keith Bell, Mayor
   Judge Kerry Pettijohn administered the Oath of Office to Mayor Keith Bell. Mayor Bell gave brief comments thanking his family, team, and the citizens of La Marque for supporting the progress being made within the city. His priorities remain the same: to combat crime within the city, reduce property tax through increasing sales tax, improve infrastructure, and decide among the community if a new police department facility should be constructed. He thanked everyone for their vote of confidence and for allowing him to be Mayor.

   4.II. Oath of Office - Kimberley Yancy, Council District A
   Reverend Clint Yancy administered the Oath of Office to Councilmember Kimberley Yancy of District A.
   Councilmember Yancy gave brief comments sharing that "this is our time" and "we are the city that everyone is watching." She agrees with the Mayor's priority of infrastructure. She looks forward to fighting for La Marque like on one else has to make sure we have the best here. Thank you District A "Let's go higher".

4.III. Oath of Office - Joseph Lowry, Council District C
Mrs. Sarah Lowry administered the Oath of Office to Councilmember Joseph Lowry of District C.
Councilmember Allred exited the meeting at 6:24 p.m. and Councilmember Lowry took the dias
Resident Kathy Herrin-Keith presented the newly cemented Councilmember with a lapel pin as a gift from the Brown family that once belonged to the late Councilmember Clent Brown.

4.IV. Proclamation - National Police Week (May 12-18)
Chief Randall Aragon received a proclamation celebrating National Police Week.

4.V. Proclamation - Public Works Week (May 19th - 25th)
Members of the Public Works Department received a proclamation for Public Works Week.

4.VI. Presentation - Community Policing Officer of the Year
Officer Rojas was awarded Community Policing Officer of the Year.

4.VII. Proclamation - National Cities, Towns and Villages Month
City Manager Cesar Garcia received a proclamation for National, Cities, Towns, and Villages Month.

5. CITIZENS PARTICIPATION

- Clarence Caldwell (3603 Prairie St) spoke to congratulate all the newly elected members of the Council. He asked for assistance with the potholes on Prairie St and Volney.
- Lester Johnigan (701 Roosevelt) spoke regarding trash pickup, predominantly brush pickup. He shared his concerns with the requirements for brush pickup, saying that it is a cumbersome expectation.
- Re'Chard Loftis (309 Johnson St.) spoke regarding code enforcement issues and the handling of the Request Tracker system. He requested that the update notifications be reinstated as they were in years past. He also shared concerns regarding drainage. He supported the drainage team but had "not seen that Gradall moving."
- Ginger Mannett (809 Grassy Knoll) spoke to say thank you for the sidewalk repair and welcome aboard all newly elected councilmembers.

6. OLD BUSINESS

6.I. Proposed Ordinance
Mayor Pro Tem Compian made a motion to approve Ordinance No. O-2024-0008. Councilmember Ross seconded.
Mayor Pro Tem Compian would like to include EDC. He asked for clarity regarding areas such as (pg. 5) appearing for the private interest, unduly influence, (pg. 6) roles and responsibilities to include in addition to the roles

and responsibilities included in the city charter. Amend conflict vii. To $250.00 per calendar year, "official city letterhead, not pursuant to district letterhead."
James Osteen (2012 Jeridona) stated his opinion that these amendments cannot be made during first reading but must be made during second reading. It was clarified by City Attorney Knebel that the city has historically made any requested changes during the first reading as the second reading must be in its final form in order to allow the public to comment on it during the public hearing.
Councilmember Lowry requested that items regarding civility, interrupting and interfering, confidential information, shouting or threatening action, the personally offended section, respect in private conversations, attendance at city staff meetings, making no personal comments, and removing city clerks' findings from complaints (adding legal representation to be paid by the city at the councilmember's request) be stricken from the ordinance.
Discussion ensued regarding Councilmember Lowry's requests, including the rationale behind removing the areas regarding civility, interrupting and interfering in a public meeting, and general conduct.
Mayor supported request for councilmembers to attend staff meetings with the invitation or previous discussion with the City Manager. He requested that this ordinance be reviewed six months from the date of the final passage.
MOTION CARRIED UNANIMOUSLY.

***Mayor Pro Tem Compian exited the meeting at 7:22 p.m. and returned at 7:28 p.m.*

6.II. Proposed Ordinance
Mayor Pro Tem Compian made a motion to approve Ordinance No. O-2024-0009. Councilmember Yancy seconded.
Mayor Pro Tem Compian questioned the section regarding critical customers. He asked if the city ever requested this information. If not, it should. He questioned the average daily water consumption. It was clarified that it is 5400-5500 per day. He questioned the consistency of the commercial marketing of water restrictions in the Gulf Coast Water Authority agreement.
MOTION CARRIED UNANIMOUSLY.

6.III. Appointing Associate Judge
This item was taken after executive session
Mayor Pro Tem Compian shared that there were outstanding candidates and made a motion to appoint Dick Greg III as the Associate Judge and Samantha Gonzales as the secondary Associate Judge. Councilmember Lowry seconded.
MOTION CARRIED UNANIMOUSLY.

6.IV. Linebarger Goggan Blair & Sampson, LLP
This item was removed from consideration.

6.V. Linebarger Goggan Blair & Sampson, LLP
This item was removed from consideration.

7. NEW BUSINESS

7.I. Proposed Resolution

This item was taken after Invocation and Pledge

Mayor Pro Tem Compian made a motion to adopt Resolution No. R-2024-0027. Councilmember Yancy seconded. **MOTION CARRIED UNANIMOUSLY.**

7.II. Proposed Resolution

Councilmember Lowry questioned the statistics to support the need for the grant. Chief Aragon responded, sharing that although crime is high, it is falling, and the city needs all the help it can get.

Mayor Bell questioned what happens after the grant funding is expended and what happens if the city is not able to support the position after the funding has subsided. City Manager Garcia is anticipating continued growth that will supplement the funding. Mayor Bell questioned the possibility of removing the position through attrition if there is no fiscal capacity to support the position after the suspension of the grant. It was clarified by staff that this is a possibility.

Mayor Pro Tem Compian made a motion to adopt Resolution No. R-2024-0028. Councilmember Ross seconded. **MOTION CARRIED UNANIMOUSLY.**

7.III. Proposed Resolution

Councilmember Ross requested that the "O Number" be added to the resolution to differentiate this item from other grants from the same funding source. Mayor Pro Tem Compian made a motion to amend the Resolution and add the grant number. Councilmember Lowry seconded. **MOTION CARRIED UNANIMOUSLY.**

Further discussion ensued regarding the cost of the grants. While no matching funds are required, a nominal fee is to be paid to the grant writer. This grant requests 13 vehicles, which would come equipped with everything except the radio and in-car camera system. It was questioned what the costs of supplying these additional outfits would be.

Councilmember Yancy made a motion to adopt Resolution No. R-2024-0029. Councilmember Ross seconded. **MOTION CARRIED UNANIMOUSLY.**

7.IV. Proposed Resolution

Staff explained that the purpose of this grant is to obtain up to 8 community policing officers. It was clarified that upon receiving the grant, the city would be required to retain officers for one year after the grant's termination. Discussions ensued about the number of officers the city could reasonably accommodate to support after the grant was terminated.

Councilmember Yancy made a motion to adopt Resolution No. R-2024-0030 with an amendment to limit the request to two officers due to concerns regarding fiscal liability. Councilmember Lowry seconded. **MOTION CARRIED UNANIMOUSLY.**

7.V. Proposed Resolution
Councilmember Ross made a motion to adopt Resolution No. R-2024-0031. Mayor Bell seconded the motion. **MOTION CARRIED UNANIMOUSLY.**

7.VI. Lease Agreement
Questions relating to the associated nonprofit, Culture Corp. ensued. Discussions relating to the financial responsibility of the lease ensued. Mayor Pro Tem Compian made a motion to establish an agreement between the City of La Marque and Ignite Community School Mainland for the use of space for summer camp activities. Councilmember Lowry seconded. **MOTION CARRIED UNANIMOUSLY.**

7.VII. Memorandum of Understanding
Mayor Pro Tem Compian questioned if this item is better suited for the Economic Development Corporation.
Councilmember Ross abstained from the vote due to his associations with the VFW.
Councilmember Yancy made a motion to approve a Memorandum of Understanding with the Richard A. Kirsten VFW Post 8248. Mayor Pro Tem Compian seconded. **MOTION CARRIED WITH 4 AYES AND 1 ABSTENTION (ROSS).**

7.VIII. Boards and Commissions
***Mayor Pro Tem Compian exited at 9:15 p.m.*
After discussion to clarify membership totals and requirements, no action was taken on this item.

7.IX. Budget Calendar
***Mayor Pro Tem Compian returns at 9:18 p.m.*
Councilmember Yancy made a motion to approve the proposed budget calendar. Councilmember Ross seconded. **MOTION CARRIED UNANIMOUSLY.**

7.X. Cancellation of Meeting
Councilmember Yancy made a motion to authorize the cancellation of the regular City Council meeting on May 27, 2024, due to Memorial Day. Councilmember Ross seconded. **MOTION CARRIED UNANIMOUSLY.**

7.XI. Reschedule of Meeting
Councilmember Yancy made a motion to reschedule the regular City Council meeting from June 10, 2024, to June 3, 2024. Councilmember Ross seconded. **MOTION CARRIED UNANIMOUSLY.**

8. CITY MANAGER REPORT

8.I. March 2024 Municipal Court Statistics
Questions regarding some of the categories shown in the report ensued. Stood as submitted.

8.II. March 2024 Quarterly Investment Report
Stood as submitted.

8.III. April 2024 Sales Tax Revenue Report
Stood as submitted.

8.IV. Letter of Intent - Houston-Galveston Area Council (H-GAC) Livable Centers planning studies
Councilmember Yancy shared her excitement to see the application.
Stood as submitted.

8.V. Vital Water Line Replacement Projects Grant Award
City Manager Garcia announced a no-match 2 million dollar grant to support waterline replacements in District D.
Stood as submitted.

8.VI. Community Events/Items for the Good of the Order
City Manager Garcia announced community events such as the Catalytic Converter Event on May 15, 2024, the Memorial Day Closure on May 27, 2024, the Juneteenth Art Contest, and Heroes Village survey. He also congratulated Deputy City Manager Joshua Pritchett for being named a finalist for Citizen of the Year.

9. REQUESTS AND ANNOUNCEMENTS
Councilmember Lowry thanked the community and the Brown family for the lapel pin bestowed upon him. He looks forward to working with everyone.
Councilmember Ross shared the definition of a Home Rule City, asked about the mosquito truck operations, solicited volunteers for the May 25th Memorial Day flag event, invited all to the VFW on Memorial Day at 6:00 a.m. for tolling of the bells. He requested that anyone who has information regarding any La Marque residents that had died in Foreign Wars to contact him so they can be included in the list. He also stated that there would be a flag retirement ceremony at 6:30 p.m. on June 14th, including a vendor fair and kids carnival.
Councilmember Yancy wished a Happy belated Mother's Day to all, and thanked Councilmember James Ross for the $500 donation to Stop the Violence. On June 8, there would be a Juneteenth Gospel Choir event, and requested a $500 donation to VFW in October. She encouraged the establishment of the Red Cross babysitter certification program in the city, and asked for beautification events on both Cedar and Main. Congrats to all for Citizen of the Year nominations. She looked forward to summer and the summer camp. She will be attending the LMHS Awards night on Wednesday, May 15.
Mayor Pro Tem Compian thanked the City Manager and Public Works team for their assistance at the Great American Clean-Up. He really enjoyed the event. He requested an update from TxDOT on their construction projects. He requested weight limits on the highways and clearly delineated hazardous material routes.
Mayor Bell shared that the night had been a productive meeting. The previous Wednesday, at the Galveston County Mayor and Council Associate, Commissioner Apffel invited every city to participate in the countywide bond referendum; he also shared his

support for a public safety building bond referendum. He shared some concerns with the agenda, questioning the absence of the election of a Mayor Pro Tem, not that he wishes to remove Mayor Pro Tem Compian from the position. He shared that he was 31 when he joined the council and former Councilmember Osteen gave him great advice about councils: "we are one." This was a great start to a new council.

10. EXECUTIVE SESSION
***This item was taken after item 6.I*
***Mayor Bell recessed the Regular Meeting and entered into Executive Session at 7:43 p.m. and reconvened at 7:55 p.m.*

    10.I. Section 551.074 (Personnel Matters)

11. ADJOURNMENT
Councilmember Yancy made a motion to adjourn. Councilmember Ross seconded.
MOTION CARRIED UNANIMOUSLY.
***Meeting was adjourned at 9:58 p.m.*

CITY OF LA MARQUE
CITY COUNCIL
REGULAR MINUTES
of
April 8, 2024

1. CALL MEETING TO ORDER
   Mayor Bell called the meeting to order at 6:13 p.m.

2. ROLL CALL
   PRESENT:

Keith Bell	Mayor
Joe Compian	Mayor Pro Tem / District B
Kimberley Yancy	Councilmember District A
Melanie Leyva Allred	Councilmember District C
James Ross	Councilmember District D

3. INVOCATION AND PLEDGE OF ALLEGIANCE
   Mayor Bell gave the invocation and Mayor Pro Tem Compian led the pledge.

4. PRESENTATIONS

   4.I. Presentation - All America City 2024
   Executive Assistant Mikala Hallbrook gave a brief overview of the All-America City Award, proudly announcing that the City of La Marque has been named one of twenty finalists competing for one of ten coveted All-America City designations for the year.

   4.II. Presentation - Habitat for Humanities : Heroes Village
   Executive Director Megan Scheffer introduced a new concept, the Heroes Village, which is a cluster development of ten or more homes dedicated to veterans. She stands before the community today to share an interest survey to help prepare for this development, which is still in the research phase.

   4.III. Presentation - Community Health and Resource Management (CHARM)
   Amanda Cain of Texas A&M Agriculture Life spoke to inform the community of the upcoming Community Health and Resource Management (CHARM) Workshop on April 18, 2024.

   4.IV. Proclamation - Fair Housing Month
   Mayor Bell acknowledged a proclamation issued for Fair Housing Month.

4.V. Proclamation - Autism Acceptance Month
Mayor Bell acknowledged a proclamation for Autism Acceptance Month.

4.VI. Proclamation - National Library Week (April 7th -13th)
Library Director Amy Miller accepted a proclamation celebrating National Library Week.

4.VII. Proclamation - National Public Safety Telecommunicators Week (April 14th - 20th)
Representatives of the La Marque Police Department's Telecommunication Division received a proclamation celebrating National Public Safety Telecommunicators Week.

4.VIII. Proclamation -Work Zone Awareness Week (April 15th - 19th)
Public Works Director Rick Sailler and representatives of the Public Works Department received a proclamation celebrating Work Zone Awareness Week.

5. CITIZENS PARTICIPATION

- Michael Sartor (1808 Howell) thanked the Public Works Director for assisting him with a street issue. He also requested that the city work to repair Howell Ave.
- Joseph Lowry (2503 Cedar) shared his dismay with the denial of his request to utilize a city facility for campaign purposes.
- ReChard Loftis (309 Johnson) spoke to say that for the past three (3) years, the city has done a good job, although it's not the best, but some people are constantly admonishing them and could potentially become a part of the organization.

6. PUBLIC HEARINGS
***Mayor Bell recessed the Special Meeting and entered into Public Hearings at 7:03 p.m.*

6.I. Ordinance No. O-2024-0005
There was no public participation.

6.II. Ordinance No. O-2024-0006
There was no public participation.

6.III. Ordinance No. O-2024-0007
There was no public participation.

7. OLD BUSINESS
***Mayor Bell closed the Public Hearings and reconvened the Regular Meeting at 7:05 p.m.*

7.I. Ordinance No. O-2024-0005
Mayor Pro Tem Compian made a motion to adopt Ordinance No. O-2024-0005. Councilmember Ross seconded. **MOTION CARRIED UNANIMIOUSLY.**

7.II. Ordinance No. O-2024-0006

Mayor Pro Tem Compian made a motion to adopt Ordinance No. O-2024-0006. Councilmember Ross seconded. **MOTION CARRIED UNANIMIOUSLY.**

7.III. Ordinance No. O-2024-0007

Mayor Pro Tem Compian made a motion to adopt Ordinance No. O-2024-0007. Councilmember Ross seconded.

Chief Aragon made a plea to the Council not to forget about the police department, as at the last meeting the allocations for the police station were removed.

Mayor Pro Tem Compian shared that the council is aware of ongoing maintenance issues. He requested to see additional financial statements to see what could be done for the department.

Mayor Bell believes the city needs to work harder to communicate the plight of the police department to the community, and they will then be compelled to agree to support the department via voter-approved debt. If the general obligation bond fails, the city manager should bring a plan to the council on how to move forward to address the needs of the department.

City Manager Garcia reminded the council that there is approximately $500,000 allocated through the 2017 CO bond to improve the current facility. The City is currently looking to address HVAC and ventilation systems within the current station.

Councilmember Ross questioned some of the allocation years. It was clarified that all money will be allocated in the current fiscal year. The years reflected in the attachment are estimates.

Extensive discussions relating to the previously removed police station funding, the 2017 Certificate of Obligation funds allocated to the police department, and possible future funding opportunities ensued.

MOTION CARRIED UNANIMOUSLY.

8. NEW BUSINESS

8.I. Proposed Resolution

Mayor Pro Tem Compian requested that staff review Jersey Mike's as a possible grant source.

Councilmember Ross made a motion to adopt Resolution No. R-2024-0022. Councilmember Leyva Allred seconded. **MOTION CARRIED UNANIMOUSLY.**

8.II. Proposed Resolution

Mayor Pro Tem Compian made a motion to adopt Resolution No. R-2024-0023. Councilmember Ross seconded. **MOTION CARRIED UNANIMOUSLY.**

8.III. Bid Advertisement

Mayor Bell questioned if there is a fish cleaning area, covered tables, lighting, and potential kayaking rentals in the plan. City Manager Garcia responded that there are tables and lighting, and space for kayak rental and fish cleaning are good concepts not previously thought of.

Mayor Pro Tem Compian made a motion to authorize the release of bid documents

for the construction of the Mahan Park Boat Ramp Project. Councilmember Ross seconded. **MOTION CARRIED UNANIMOUSLY.**

8.IV. Memorandum of Understanding

Library Director Miller shared that the library provides space for parenting and early childhood classes, similar to what has been done in other local libraries. Councilmember Yancy made a motion to approve a Memorandum of Understanding between the City of La Marque and Depelchin Children's Center. Councilmember Ross seconded. **MOTION CARRIED UNANIMOUSLY.**

8.V. Memorandum of Understanding

City Manager Garcia and Police Chief Aragon shared that this is a partnership to provide an additional location for community resources during emergency events in conjunction with the city's emergency management operations, as well as a partner for public safety classes and events within the community. Councilmember Yancy made a motion to approve a Memorandum of Understanding between the City of La Marque and McKinney United Methodist Church. Councilmember Ross seconded. **MOTION CARRIED UNANIMOUSLY.**

8.VI. Memorandum of Understanding

It was determined that the purpose of this item is for the senior camera installation in regard to Eyes on La Marque.
Councilmember Leyva Allred made a motion to establish a Memorandum of Understanding (MOU) between the City of La Marque and Habitat for Humanities. Councilmember Ross seconded. **MOTION CARRIED UNANIMOUSLY.**
Councilmember Yancy thanked the staff for their dedication to memorializing these Memorandums of Understanding and requested a list of MOUs.

8.VII. Consulting Services Agreement

Katie Biggers of HDL Companies gave a brief overview of the services the company could provide for the City.
***Councilmember Leyva Allred exited the room at 8:00 p.m. and returned at 8:01 p.m.*
Mayor Pro Tem Compian questioned some of the terminology used in the presentation, as well as HDL and the State Comptroller's roles in this process. HDL would oversee the city's data and if anomalies are found, or if companies are not paying their taxes appropriately, they will refer the item to the Comptroller's office, which is the only agency that is allowed to perform an audit.
Extensive discussions regarding the sample reports provided ensued. It was determined that while the city sales tax collections may be down for the month by approximately 0.3 percent, the city has collected approximately $88,000 more year-to-date than the previous year.
Mayor Pro Tem Compian made a motion to approve a consulting services agreement with HDL Companies for sales tax audit and reporting services. Councilmember Ross seconded. **MOTION CARRIED UNANIMOUSLY.**

8.VIII. Water Utility Reimbursement

Mayor Bell shared that previously it was disclosed that due to realizing a 20%

water loss, the City received a rebate from the Gulf Coast Water Authority of approximately $175,000. Since then, some residents have requested that a rebate to utility billing customers be considered.
City Manager Garcia identified that one of the possibilities initially discussed was utilizing any savings to assist with payments for waterline projects and potentially projects related to streets.
Mayor Pro Tem Compian shared his sentiments that we should not let a one-time success deter the city from the mission: "We have won a battle, but we still have not won the war". He shared his support for reinvesting the funds.
Councilmember Ross shared his support for reimbursement being reinvested into the pipe system as originally planned. He also pointed out that two years ago, the City was subsidizing everyone's water bills, and has now received a rebate. That is an impressive change over two years.
When asked, City Manager Garcia shared that he is looking to allocate these funds to some of the ongoing waterline projects the city is undertaking.
Mayor Bell made a motion to provide for a reimbursement to the utility billing customers to reflect the $175,000 rebate received from Gulf Coast Water Authority as a result of reduced water usage. Councilmember Yancy seconded.
MOTION FAILED WITH 2 AYES (BELL/YANCY) AND 3 NAYS (COMPIAN/LEYVA ALLRED/ROSS).

9. CITY MANAGER REPORT

9.I. Public Works Statistics
Stood as submitted.

9.II. City of La Marque Retention Report
The City currently sits at over 90% retention. The city has had a downward trend since 2022.
Mayor Pro Tem Compian stated that the statistics reflect the quality of applicants received lately, and people want to apply.
City Manager Garcia shared that there are currently thirteen (13) city positions open, and he hopes to be under ten (10).

9.III. Items for the Good of the Order
Stood as submitted.

10. REQUESTS AND ANNOUNCEMENTS
Councilmember Leyva Allred shared that the Galveston County Fair and Rodeo started this week and asked the community to go support.
Councilmember Ross reiterated the Spring Clean event, May the 4th event at the Library, and the Flag Day event at VFW on June 14.
Councilmember Yancy announced Stop The Violence Week would be held April 14th-20th, and pledged to donate $500 towards Eyes on La Marque.
Mayor Pro Tem Compian shared that construction has not stopped the "speed demons".
Mayor Bell stated that the city is a nationally recognized city. Programs within the city, such as the Safe City Initiative, LMTV, and the Capital Improvement Committee process as led by City Manager Garcia, have received national acclaim for innovation and

effectiveness. He identified that a street department is being created along with parenting classes, grant applications, and a partnership with HDL for a potential sales tax audit. He stated that the Gulfway Plaza community is hurting due to the I45 expansion and encouraged Small Business Saturdays in Gulfway Plaza. He closed thanking everyone for their time and diligence tonight.

11. EXECUTIVE SESSION
    There was no executive session.

12. ACTIONS TAKEN FROM EXECUTIVE SESSION
    No action was taken.

13. ADJOURNMENT
    Councilmember Ross made a motion to adjourn. Councilmember Yancy seconded.
    MOTION CARRIED UNANIMOUSLY.
    ***Meeting was adjourned at 9:00 p.m.*

CITY COUNCIL AGENDA FORM

Meeting Date: January 26, 2026
Agenda Item: 7.I.
Prepared by:
Reviewed by: Kierra Nance
Department: City Clerk

AGENDA ITEM DESCRIPTION:
Considering the process to become a Tree City USA participant - *District D / District C*

STAFF BRIEFING:
Tree City USA is a program through the Arbor Day Foundation. This item has gone before the La Marque Parks Board and Keep La Marque Beautiful Commission for review / recommendation to council.

HISTORY:
01.12.2026 - First presented to council.

FISCAL IMPACT:
Unknown.

LA MARQUE
EST 1953

Parks Board

Tree City La Marque

Steps to become a Tree City USA
- Meet the Four Standards
- Complete and upload application documents each year by December 31 - No Fee!
- Apply at https://arborday.org/TreeCityUSA

STANDARDS:

1. Tree Board or Department

- May be a professional forester/arborist, an entire forestry department or a tree board
- Group of volunteer citizens charged by ordinance with developing and administering a tree management program
- Legally responsible for the management of the community's trees

2. Tree Care Ordinance

- Establishes a tree board and gives it responsibilities
- Guidance for planting, maintaining and removing trees on public property
- Provides an opportunity to set good policy that is legally enforceable

3. Community Forestry Program with Annual Budget of at Least $2 Per Capita

- Percentage of city workers' salaries spent on tree care
- Tree planting/watering/fertilizing
- Equipment rental/purchase/maintenance
- Arbor Day expenses
- Tree care conferences, workshops, memberships
- Value of volunteer labor

4. Arbor Day Observance and Proclamation. Opportunity to inform and engage the broader community through:

- Tree Planting
- Awards Ceremony
- Education

LA MARQUE
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Parks Board

Tree City La Marque Checklist

COMMUNITY INFORMATION Information Required for Application Contact Information for:

Mayor

City Forestry Contact

STANDARD 1:

A Tree Board or Department, Do you have an entity responsible for your community's trees? Yes No

Do you have a Tree Board? * Check out https://treeboardu.org/ Yes No

Information Required for Application

Information on Tree Board/Department Meetings

Names/Emails for Tree Board Members of Staff

STANDARD 2:

A Tree Care Ordinance, does your city have a tree ordinance that:

• Establishes a tree board, forestry department, or both, that assigns one of these entities' responsibility over public trees.

— AND —

• Provides clear guidance about the planting, removal, and/or maintenance of public trees? Yes No

Information Required for Application

Date Tree Ordinance was Adopted

Upload current ordinance

LA MARQUE
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Parks Board

Tree City La Marque Checklist

STANDARD 3:

A Community Forestry Program With an Annual Budget of at Least $2 Per Capita. Does your community spend $2 or more per capita? Yes No

Information Required for Application Expenditures on:

Tree Planting and Initial Care, Tree Maintenance, Tree Removal, Management, Utility Line Clearance, Volunteer Time (in hours), Hours Other (please explain), and Total Community Forestry Expenditures

Annual Work Plan*

Supporting Budget Documents*

Number of: ____ Total Trees Planted, Trees Pruned, and Trees Removed

STANDARD 4:

An Arbor Day Observance and Proclamation, did your community celebrate Arbor Day this year? Yes No

Does your community have a signed Arbor Day Proclamation this year? Yes No

Information Required for Application

Date of Observation

Evidence of Arbor Day Event activities, photos, and/or news coverage

Signed Arbor Day Proclamation, Verification Information

Mayor or Equivalent's Signature

LA MARQUE
EST 1953

Parks Board

Tree City La Marque Certification

The Tree City USA program was founded in 1976 to celebrate towns and cities committed to growing their urban canopy. Led by the Arbor Day Foundation, with partners at USDA Forest Service and National Association of State Foresters, it provides the foundational framework necessary for communities to manage and expand their tree cover. Program applications are completely free. Many cities renew their Tree City USA status every year, making them eligible for a Growth Award and other urban forestry opportunities.

STANDARDS:

1. Tree Board or Department *(Delegating responsibility for city- or town-owned trees is the first official step to becoming a Tree City. By forming a tree board or department, cities can create a more organized and effective urban forestry plan)*

- State's urban and community forestry coordinator, may be a professional forester/arborist, an entire forestry department or a tree board *(Mac Martin, State Forestry Coordinator; Tim Cool, Tree Arborist)*

- Group of volunteer citizens charged by ordinance with developing and administering a tree management program *(La Marque Parks Board, Keep La Marque Beautiful Commission, La Marque Public Library, La Marque Garden Club and Community Partners)*

- Legally responsible for the management of the community's trees *(City of La Marque, La Marque City Council and La Marque Economic Development Corporation)*

2. Tree Care Ordinance *(A public tree care ordinance assigns clear authority over public trees and provides clear guidance for planting, maintaining, and/or removing trees from streets, parks, and other public spaces)*

- Establishes a tree board and gives it responsibilities (City of La Marque, La Marque City Council, La Marque Parks Board, Keep La Marque Beautiful Commission, La Marque Public Library, La Marque Garden Club, La Marque Economic Development Corporation, Tim Cool, Tree Arborist and Community Partners)

- Guidance for planting, maintaining and removing trees on public property (see ordinances attached)

- Provides an opportunity to set a good policy that is legally enforceable (see ordinances attached)

Tree City La Marque Certification

3. Community Forestry Program with Annual Budget of at Least $2 Per Capita *(Your community most likely already spends at least $2 per capita on the planting, care, and removal of trees. This is intended to demonstrate an ongoing investment into your public trees. The following expenses for public tree care (street, park, cemetery, public buildings) may be counted in meeting the $2 per capita requirement for Standard 3. When reporting budget information on the Tree City USA application, you will be asked to provide annual spending for the following categories: Tree Planting and Initial Care, Tree Maintenance, Tree Removal, Management, Utility Line Clearance, and Volunteer Time. See Qualified Expenses Worksheet)*

- Percentage of city workers' salaries spent on tree care
- Tree planting/watering/fertilizing
- Equipment rental/purchase/maintenance
- Arbor Day expenses
- Tree care conferences, workshops, memberships
- Value of volunteer labor

4. Arbor Day Observance and Proclamation. *(Celebrating Arbor Day and passing an official holiday proclamation helps create pride for your city's entire urban forestry program) Opportunity to inform and engage the broader community through:*

- Tree Planting
- Awards Ceremony
- Education

LA MARQUE
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Parks Board

STATE FORREST COORDINATOR:
Mac Martin (Urban & Community Forestry Program Leader)
Texas A&M Forest Service 200 Technology Way
College Station, TX 77845
979-402-1339 mac.martin@tfs.tamu.edu

TREE ARBORIST:
Tim Cook, ISA-MW0016 Certified Arborist, ISA Tree Risk Assessment
CommuniTree
409-750-2949 communitreellc@gmail.com

TREE COMMITTEE:
City of La Marque, La Marque City Council, La Marque Parks Board, Keep La Marque Beautiful Commission, La Marque Public Library, La Marque Garden Club, La Marque Economic Development Corporation and Community Partners

CITY OF LA MARQUE TREE CODES AND ORDINANCES

Tree Nuisances https://www.ci.la-marque.tx.us/forms.aspx?fid=90

Parks related Trees/Limbs https://www.ci.la-marque.tx.us/forms.aspx?fid=138

Request Brush or Heavy Limbs / Tree Trunks Pickup https://www.ci.la-marque.tx.us/forms.aspx?fid=158

Permits FAQ https://www.ci.la-marque.tx.us/documentcenter/view/5673

Bulk Trash Pickup https://www.ci.la-marque.tx.us/467/bulk-trash-pickup-

RFP 24-03 Disaster and Storm Recovery Services https://www.ci.la-marque.tx.us/documentcenter/view/5737

Arbor Day https://www.ci.la-marque.tx.us/calendar.aspx?eid=2661

Celebrate Arbor Day by picking up a free citrus or fruit **tree** courtesy of Keep La Marque Beautiful Commission on November 16!.We ask that you bring a water bill or ID. There is a limit of one **tree** per La Marque household.

Tree Care Program https://www.leaguecitytx.gov/DocumentCenter/View/20136/Tree-Ordinance-2018-Stand-Alone

CITY OF LA MARQUE TREE CODES AND ORDINANCES (cont)

Ordinance No. O-2018-006

Ordinance No. 2020-0007

Ordinance No. O-2021-0008

Ordinance No. 998

Ordinance No. O-2017-0015

Ordinance No. O-2016-0013

Ordinance No. O-2019-006

Sec. 44-8. - Posting advertisements, etc., on poles and trees in public places. Telephone, fire alarm or electric light pole or upon any tree in the city, where such pole or tree is located in any public right-of-way or in any public place.

Sec. 68-5. - Damaging, defacing, etc., water and sewer property. Reservoir standpipe, elevated tank, manhole, lamp hole, catch basin, fence, gate, tree, shrub or other property belonging to the city and used in the operation of its water

Sec. 56-110. - Construction and maintenance of facilities. Tree trimming. The permit holder, its contractors and agents have the right, permission and license to trim trees upon and overhanging the rights-of-way to prevent trees from coming

Sec. 41-214. - Site plan requirements, approval, appellate procedures. An exemption from the tree or planter requirement may be granted by the building official only:

Sec. 35-1. - Definitions. Glass and ashes, broken ware, discarded clothing, trash, tin cans, bottles, papers and tree limbs, grass and weed cuttings properly contained or bundled not exceeding four feet

Sec. 41-211. - Property perimeter requirements. Shall be at least one tree of two- inch caliper for every 40 linear feet or fraction thereof of front property and side property landscape areas. Trees may be clustered but

Sec. 41-212. - Parking area requirements. Than one side to required perimeter landscape areas. Each planter shall contain one tree or shrub at least four feet in height and plant material or combination of plant material

Sec. 41-210. - Definitions. Fence is prevented from the exterior side of the fence. Tree. Any living self-supporting woody plant having at least one well defined stem and growing

Sec. 41-171. - Parking. Areas. One shade tree per six parking spaces. (2) Perimeter. One shade tree per six parking

CITY OF LA MARQUE TREE CODES AND ORDINANCES (cont)

Sec. 41-145. - Definitions. Use from the city council. Street tree. Any tree planted by a commercial or subdivision developer between a city owned sidewalk

Sec. 41-172. - Landscaping. Feature of every TND. In addition to the thoughtful preservation of natural features, trees, and parks, plazas, squares and other careful attention shall be given to landscaping

Sec. 56-88. - Conditions of public rights-of-way occupancy. Municipal consent, a person may trim trees in or over the rights-of-way for the safe and reliable operation, use, and maintenance of its facilities. All tree trimming shall be

Sec. 14-476. - Performance standards. If the structure appears to be a tree, the area shall be grassed and landscaped to give a natural park-like setting.

Sec. 41-213. - Planting and maintenance. Trees shall be properly guyed and staked as necessary. Stakes and guy wires shall not interfere

Sec. 71-17. - C-4 Interstate Commercial. Non-residential and multifamily developments shall be required. A minimum of one shade tree (minimum diameter of two-inch caliper measured at six inches above ground level at

Sec. 71-26. - Amendments. General outline of extensive tree cover areas; c.

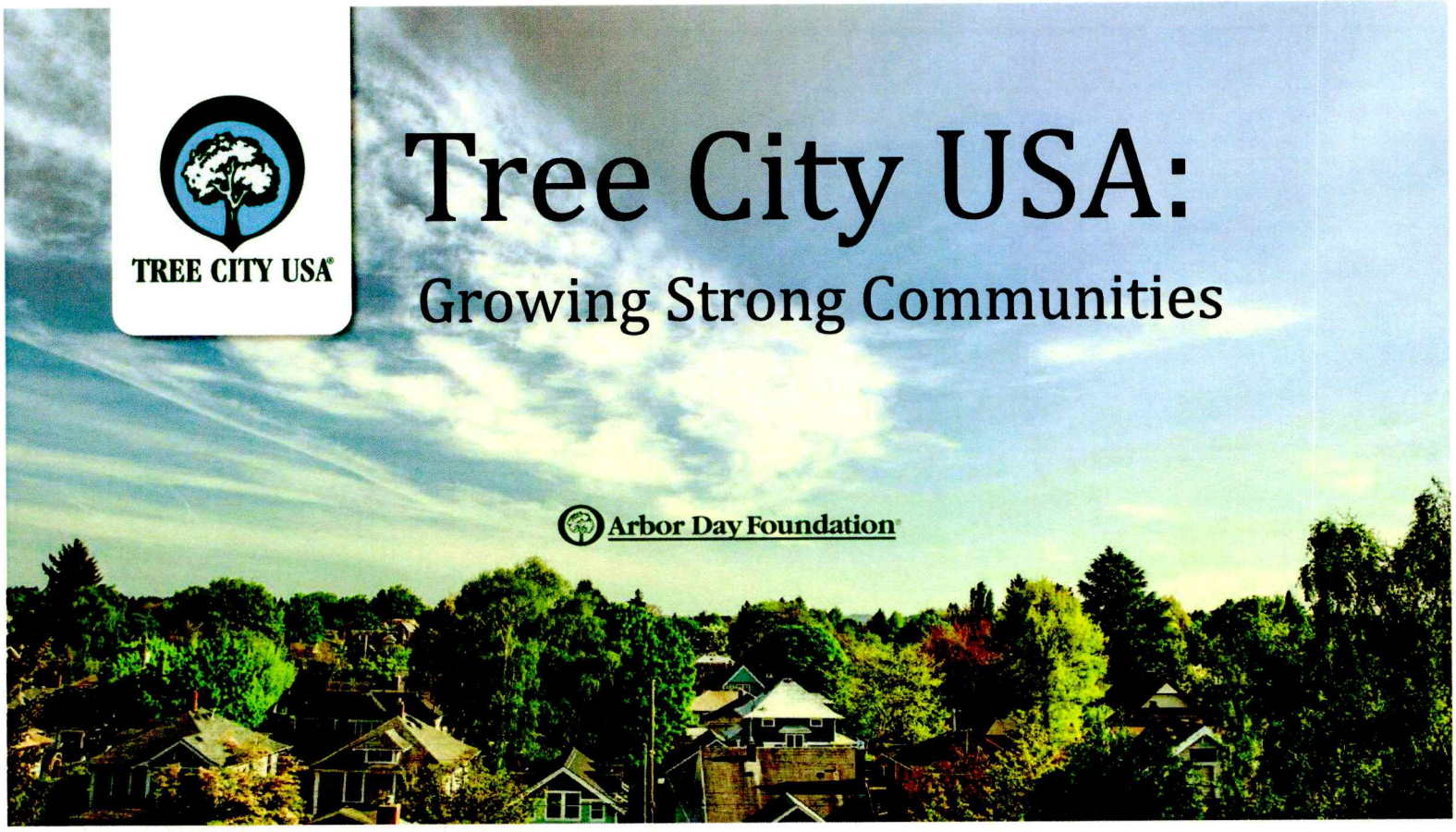
Sec. 44-7. - Weed control. Lot or premises to suffer or permit weeds, grass or uncultivated plants other than trees to grow to a greater height than 12 inches on that portion of right-of-way which abuts

Sec. 41-21. - Permits. Of any existing wooded areas and the location, species and size of any individual trees. A topographic map of the property with

Sec. 14-471. - Definitions. Landscaping shall mean the provision of plants, turf, trees, berms, and structures, including retaining walls and fences, to screen a property

Sec. 71-28. - Outdoor advertising sign regulation. Wise attached upon any street lamp post, street sign, traffic sign or signal, hydrant, tree, shrub, fence or utility pole.

Sec. 71-4. - Definitions. More which is used for the growing of usual farm products, such as vegetables, fruit, trees and grain, and storage on the area, as well as the raising thereon of the usual farm

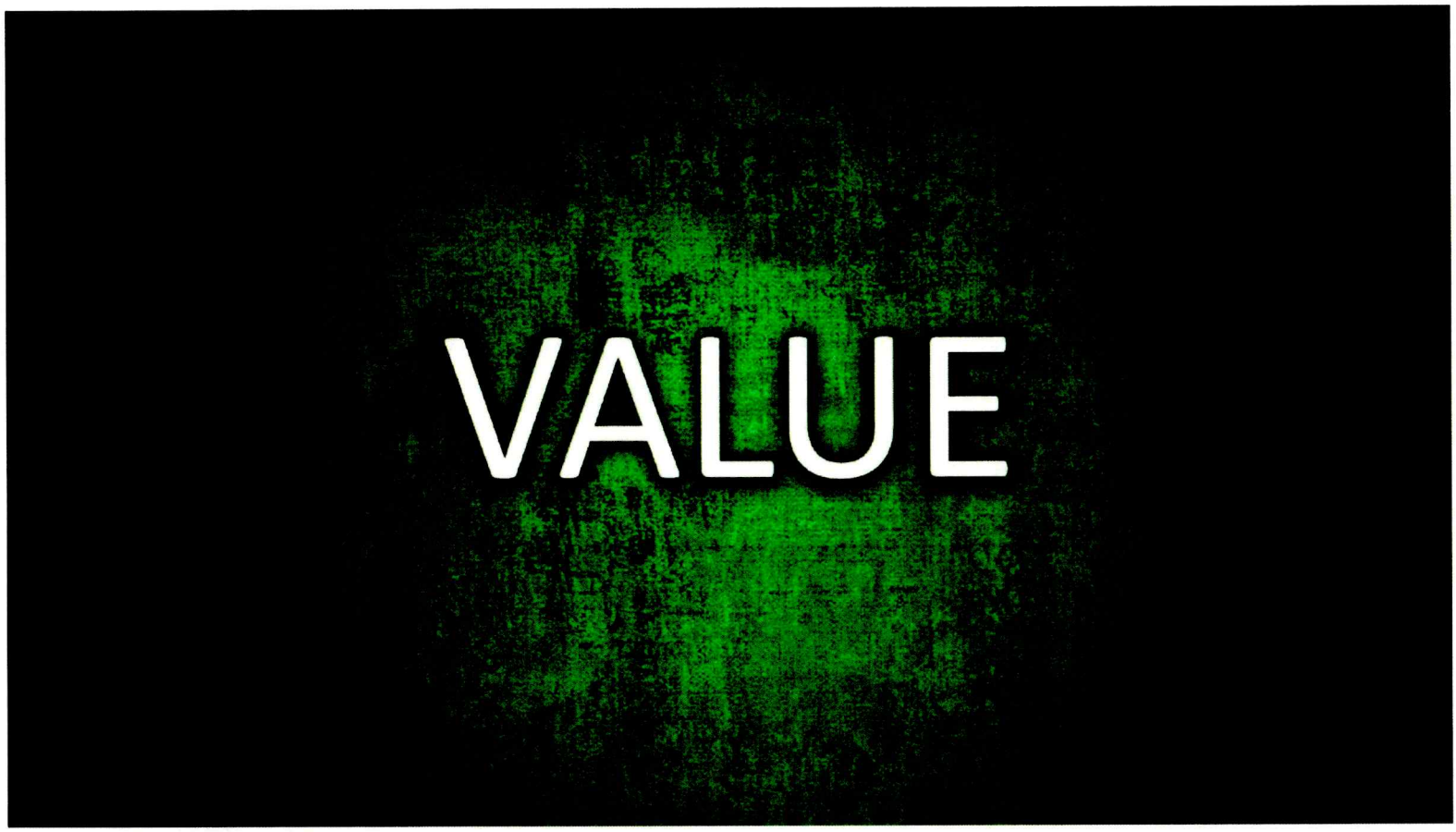

TREE CITY USA
Tree City USA:
Growing Strong Communities
Arbor Day Foundation

Introduction

- Value
- Program
- Benefits
- Standards

TREE CITY USA

Arbor Day Foundation

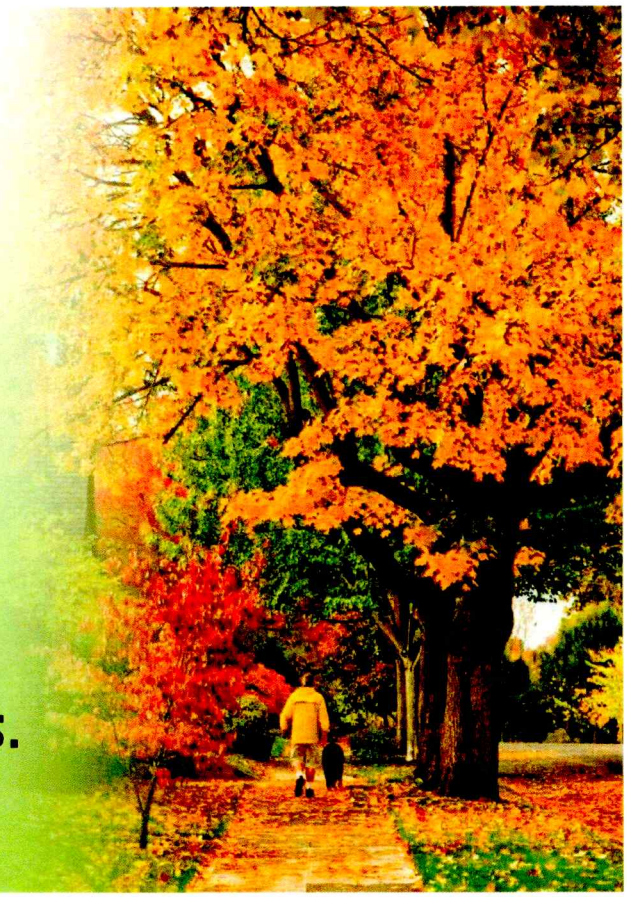

VALUE

VALUE

Trees...

- Infrastructure
- Health
- Legacy
- Wise Investment

Worth Our Time.
Worth Our Resources.



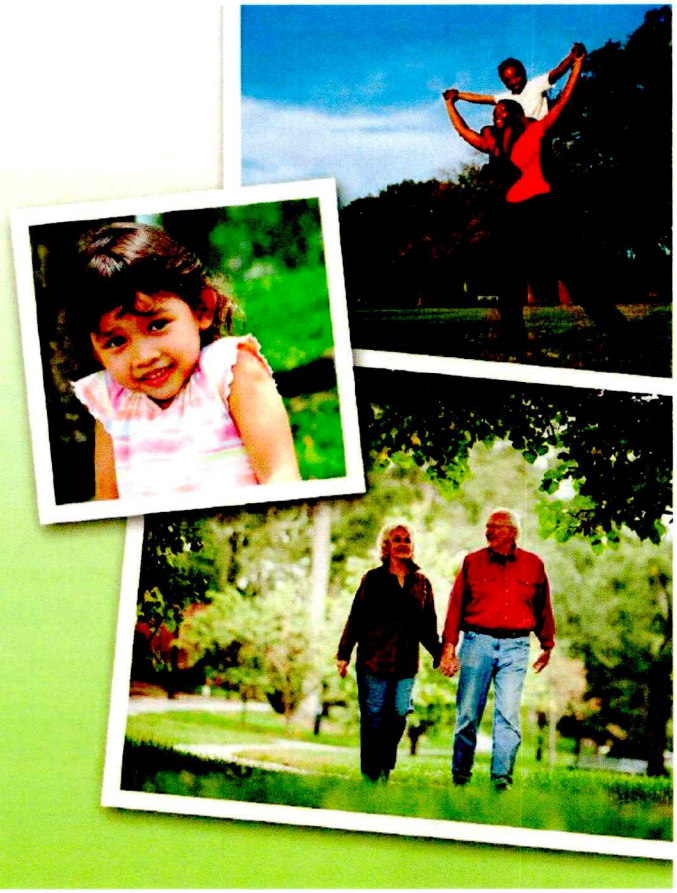
TREE CITY USA

Arbor Day Foundation

VALUE

Humans instinctively prefer natural settings

- Increases employee productivity
- Reduces symptoms of ADHD
- Decreases crime
- Eases stress and anxiety



TREE CITY USA

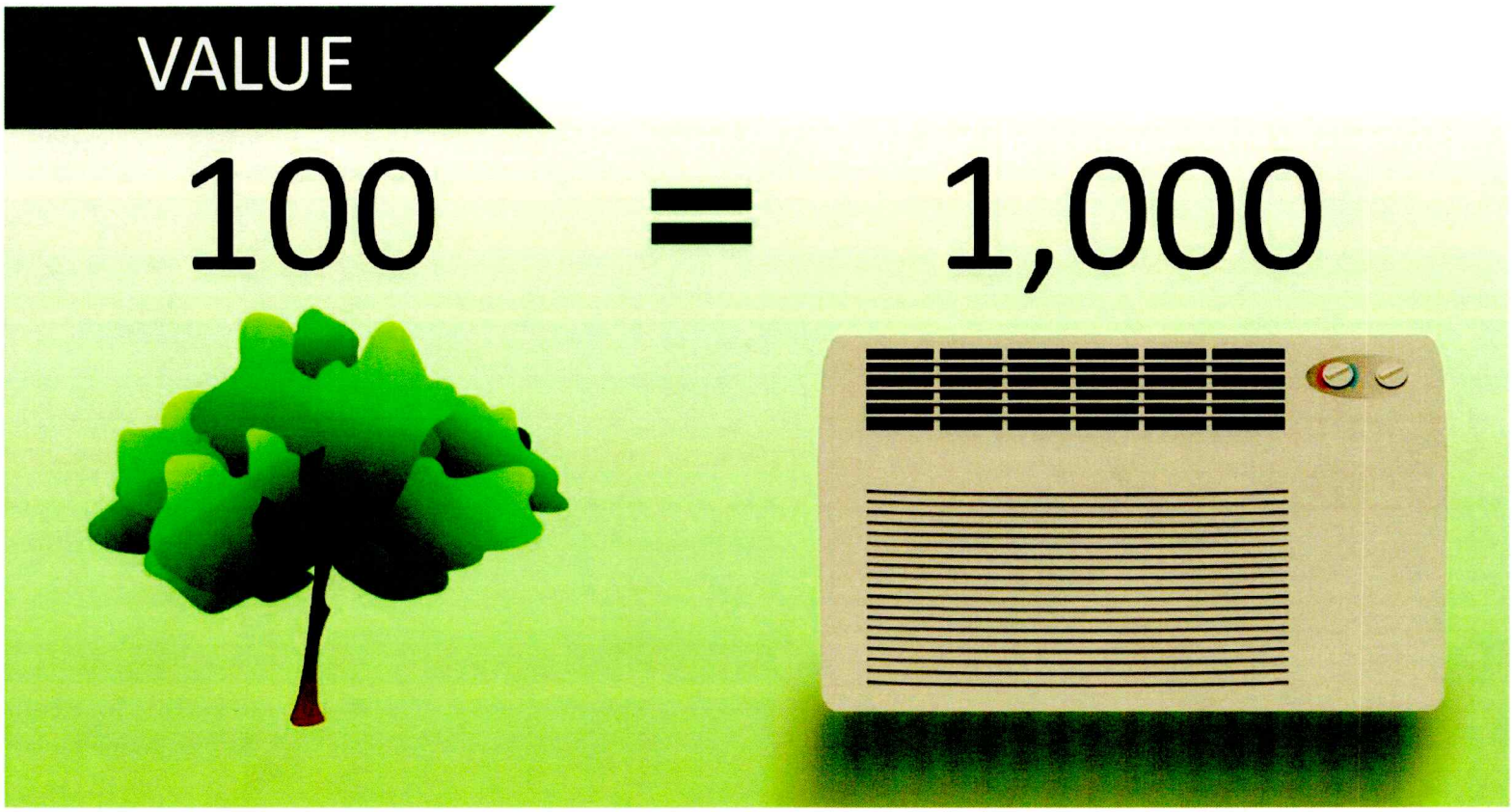
Arbor Day Foundation

VALUE

- Increased property value
- Treed streets = more frequent and longer shopping
- Shoppers spend more for goods and parking

TREE CITY USA

Arbor Day Foundation


VALUE
100
=
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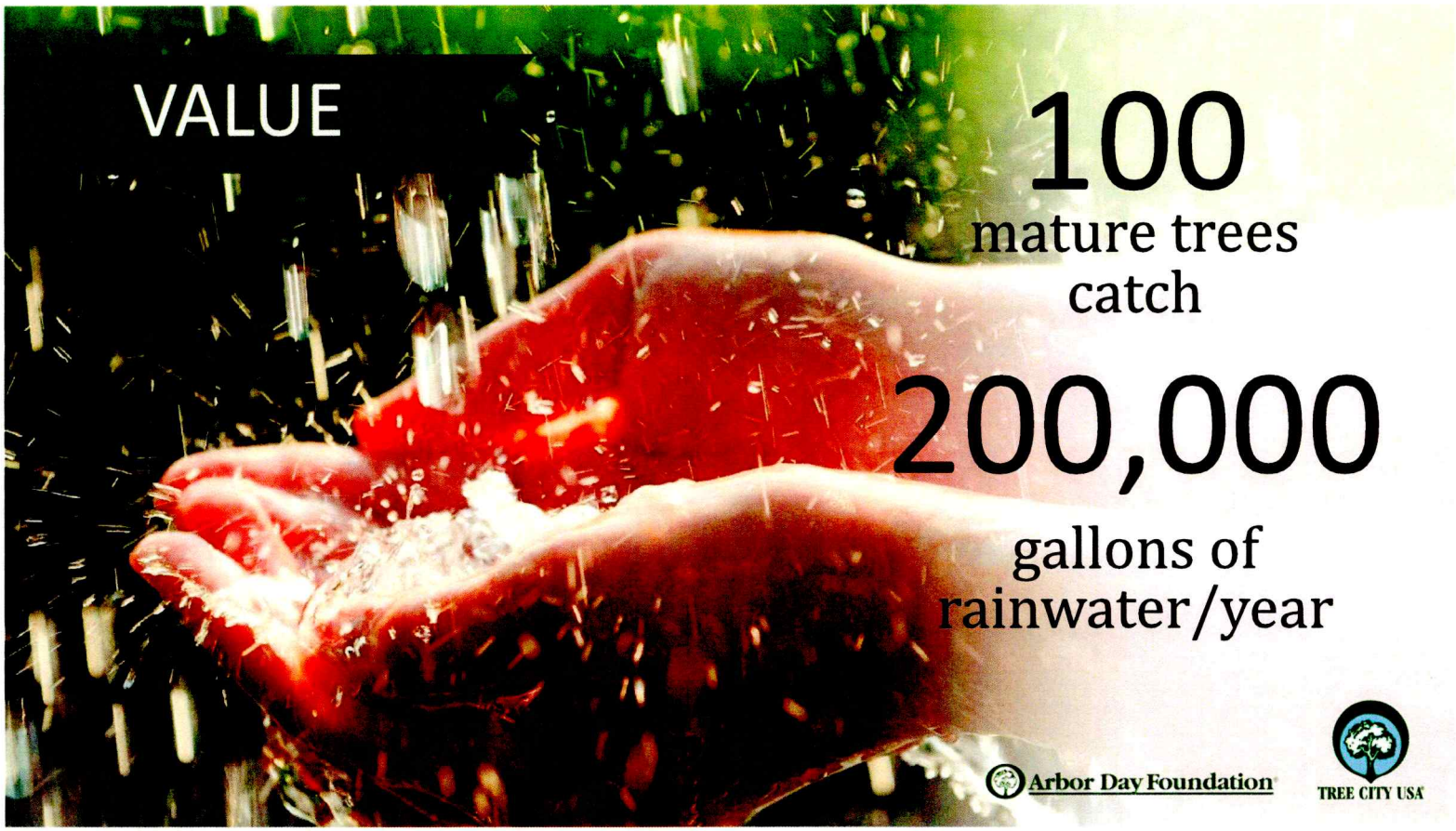

VALUE
100
mature trees
catch
200,000
gallons of
rainwater/year
Arbor Day Foundation
TREE CITY USA

VALUE

Arbor Day Foundation

TREE CITY USA

100 Trees Over 40 Years:

Benefits = $161,000

Energy
Air Quality
Runoff
Real Estate

Costs = $89,000

Planting/Pruning
Removal/Disposal
Irrigation
Sidewalk Repair
Litter
Legal/Administration

Pay Off: $72,000

PROGRAM

PROGRAM

Tree City USA Provides Community Forestry Program:

- Direction
- Technical assistance
- Public attention
- National recognition

TREE CITY USA

Urban & Community Forestry

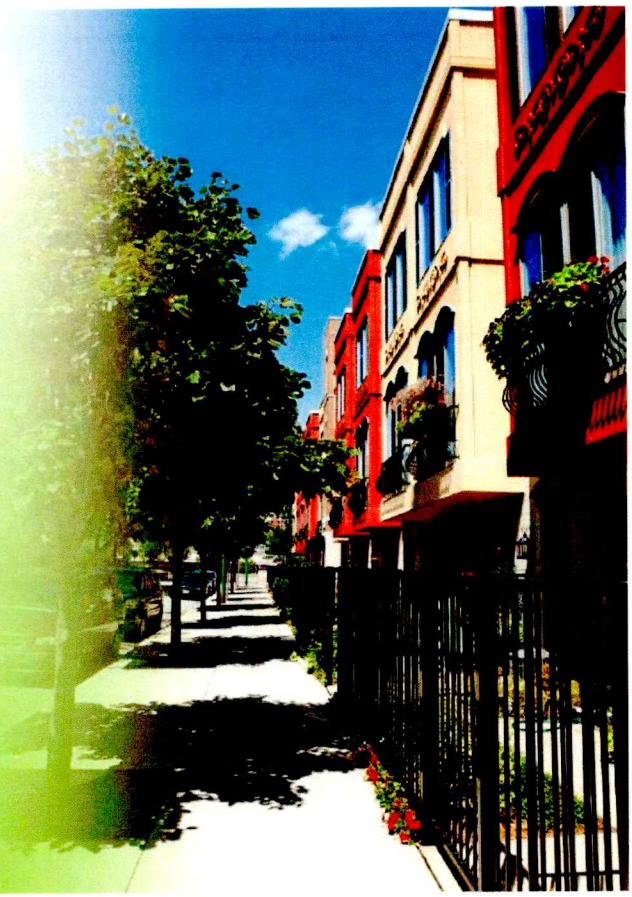
Arbor Day Foundation

PROGRAM

Longevity – Launched in 1976

Impact – Over 135 million people live in/near a Tree City

Network – Support from over 3,400 recognized communities



TREE CITY USA

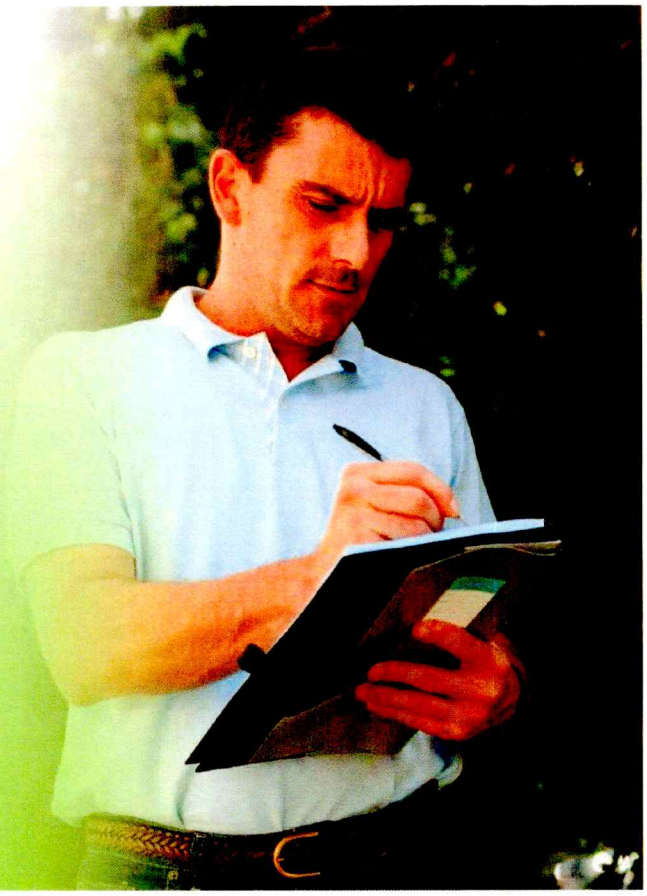
Arbor Day Foundation

BENEFITS

BENEFITS

Framework for Action

- Provides direction
- Systematic management of tree resources



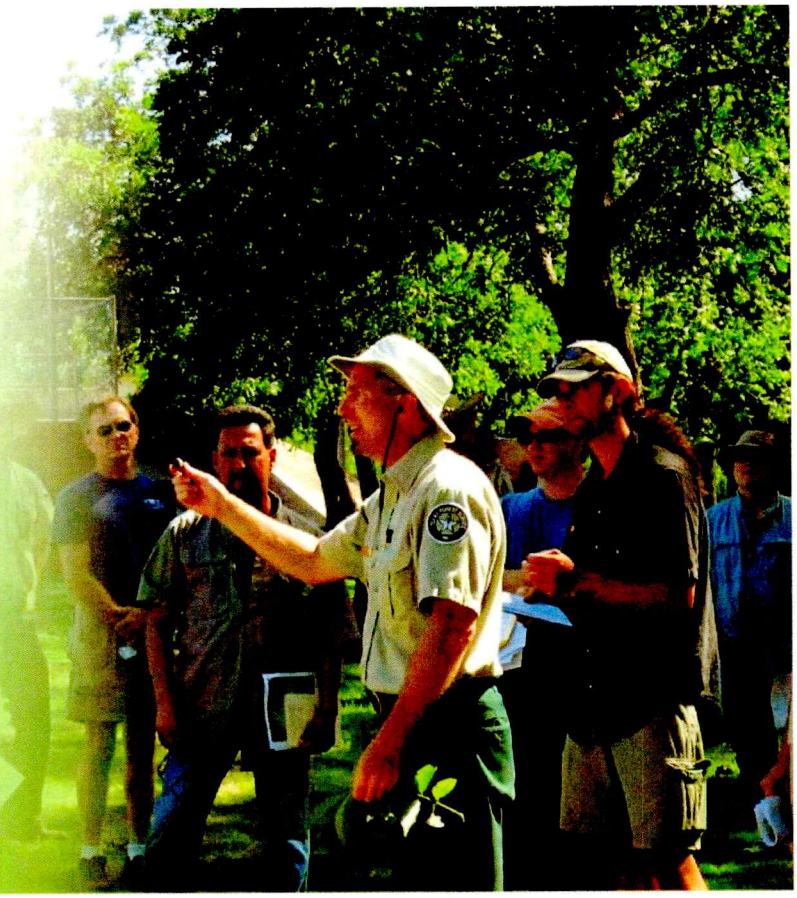
TREE CITY USA

Arbor Day Foundation

BENEFITS

Education

- Assistance through the application process
- Online resources
- Technical advice



TREE CITY USA

Arbor Day Foundation

BENEFITS

Public Image

- Quality of life
- Influence
- Desirability

TREE CITY USA

Arbor Day Foundation

BENEFITS

Citizen Pride

Willingness to volunteer → Public tree care → Pride in community → Better care of personal trees → More pride → Willingness to volunteer

TREE CITY USA

Arbor Day Foundation

BENEFITS

Publicity

- Presentation of the Tree City USA award
- Arbor Day celebration
- Public education

TREE CITY USA

Arbor Day Foundation

STANDARDS

STANDARDS

1. Tree Board or Department
2. Tree Care Ordinance
3. Community Forestry Program With Annual Budget of at Least $2 Per Capita
4. Arbor Day Observance and Proclamation

TREE CITY USA

Arbor Day Foundation

STANDARDS

1. Tree Board or Department

- May be a professional forester/arborist, an entire forestry department or a tree board
- Group of volunteer citizens charged by ordinance with developing and administering a tree management program
- Legally responsible for the management of the community's trees

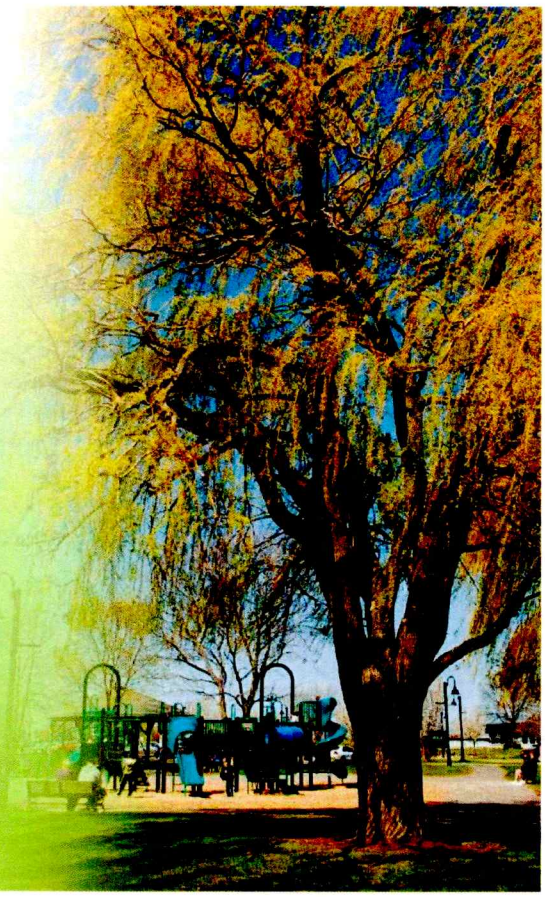
Arbor Day Foundation

TREE CITY USA

STANDARDS

2. Tree Care Ordinance

- Establishes a tree board and gives it responsibilities
- Guidance for planting, maintaining and removing trees on public property
- Provides an opportunity to set good policy that is legally enforceable



TREE CITY USA

Arbor Day Foundation

STANDARDS

3. Community Forestry Program With Annual Budget of at Least $2 Per Capita

- Percentage of city workers' salaries spent on tree care
- Tree planting/watering/fertilizing
- Equipment rental/purchase/maintenance
- Arbor Day expenses
- Tree care conferences, workshops, memberships
- Value of volunteer labor

Arbor Day Foundation

TREE CITY USA

STANDARDS

4. Arbor Day Observance and Proclamation

Opportunity to inform and engage the broader community through:

- Tree Planting
- Awards Ceremony
- Education

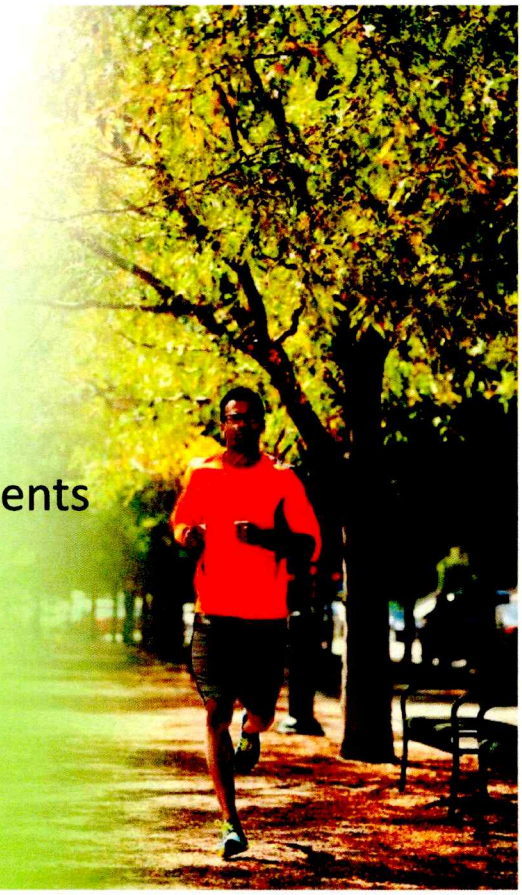
TREE CITY USA

Arbor Day Foundation

STANDARDS

Steps to become a Tree City USA

- Meet the Four Standards
- Complete and upload application documents each year by December 31 - *No Fee!*
- Apply at **arborday.org/TreeCityUSA**



TREE CITY USA

Arbor Day Foundation

Summary

- Value
- Program
- Benefits
- Standards

TREE CITY USA

Arbor Day Foundation

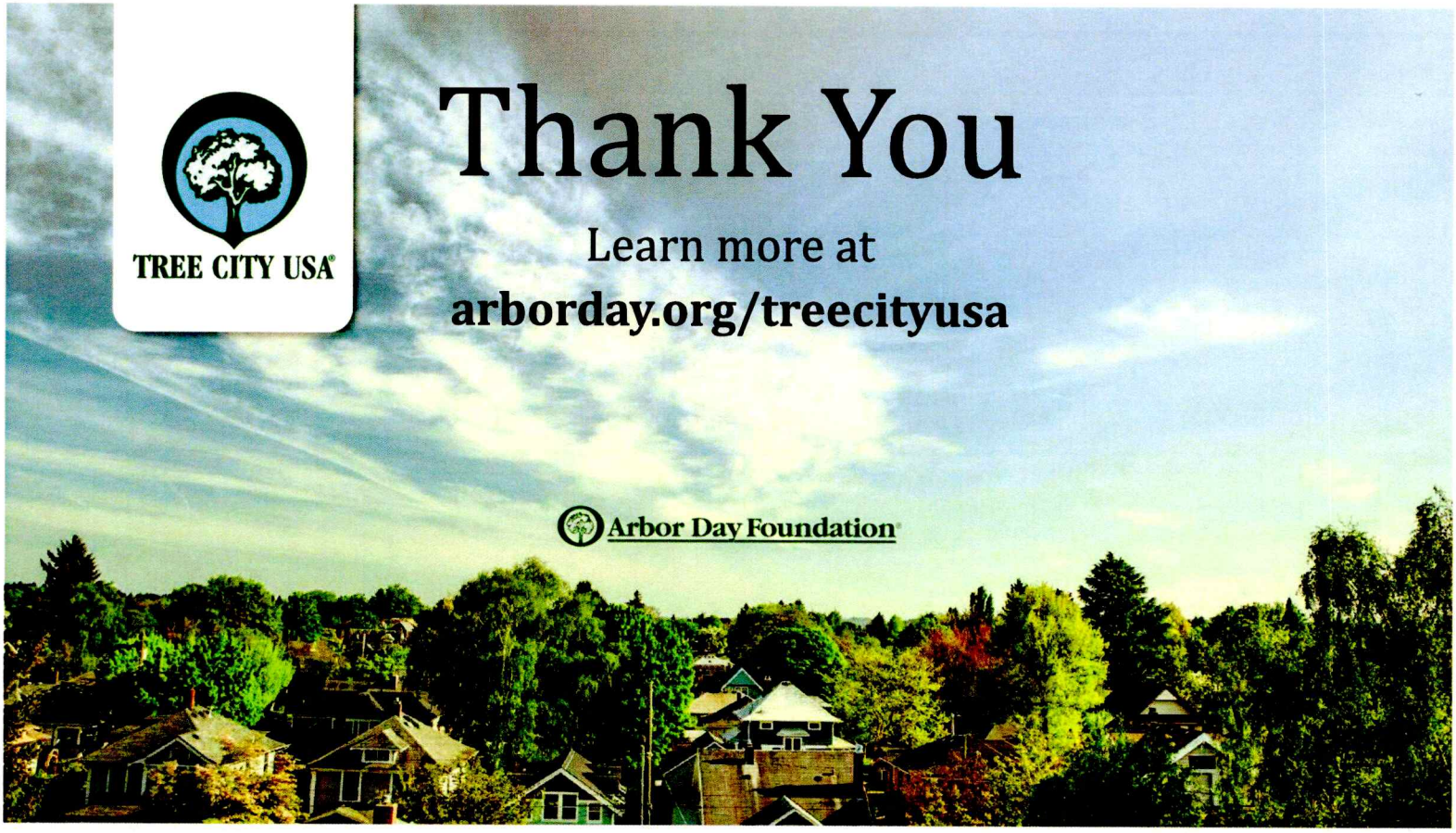
Purpose through Process

Trees...

Worth Our Time. Worth Our Resources.

"A town is saved, not more by the righteous men in it than by the woods...that surround it."

-Henry David Thoreau


TREE CITY USA
Thank You
Learn more at
arborday.org/treecityusa
Arbor Day Foundation

TREE CITY USA®
An Arbor Day Foundation Program

Arbor Day Foundation

QUALIFIED EXPENSES

The following expenses for public tree care (street, park, cemetery, public buildings) may be counted in meeting the $2 per capita requirement for Standard 3. When reporting budget information on the Tree City USA application, you will be asked to provide annual spending for the following categories: Tree Planting and Initial Care, Tree Maintenance, Tree Removal, Management, Utility Line Clearance, and Volunteer Time.

THINGS YOU DID YOURSELVES

- Tree worker salaries & benefits (use a % if tree care is only one part of their job) (●)
- Time spent on tree care: watering, removing stakes, insect control, mulching (● or ● for new trees)
- Time spent pruning (●) or removing trees (●)
- Leaf and brush pick-up (●)
- Biomass recycling (●)
- Equipment maintenance (●)
- Administrative time (●)

THINGS YOU BOUGHT

- Trees (●)
- Supplies: staking, mulch, watering bags, tools, gloves (●)
- Prizes for Arbor Day contests (●)
- Computer inventory software (●)
- Durable equipment chainsaws, bucket truck, etc. (● or ●)
- Other – tell us!

EDUCATIONAL EXPENSES

- Tree care conferences and workshops attended by city workers (●)
- Memberships in and donations to tree organizations (●)
- Public education materials – brochures, newsletters, flyers, etc. (●)

THINGS YOU CONTRACTED OUT

- Tree planting (●) or removal (●)
- Tree inventory work (●)
- Equipment rental (●, ●, ●)
- Consultants to write a plan or give advice (●)
- Insurance (●)
- Utility line clearance (●)

THINGS OTHER PEOPLE DID

Volunteer time (use National Volunteer rate) for:

- Tree board meetings (●)
- Tree planters (●)
- Arbor Day preparations (●)

Items donated by others:

- Trees, or tree planting services (●)
- Discounts by local vendors (●)

LEGEND ● Tree Planting and Initial Care | ● Tree Maintenance | ● Tree Removal | ● Management | ● Utility Line Clearance | ● Volunteer Time

PRO - 90708101

Tree City USA®

Creating greener communities nationwide

Cooler temperatures. Cleaner air. Healthier residents.

The benefits trees bring to urban environments are endless — and by meeting the four Tree City USA standards, your community can experience them firsthand.

TREE CITY USA®
An Arbor Day Foundation Program

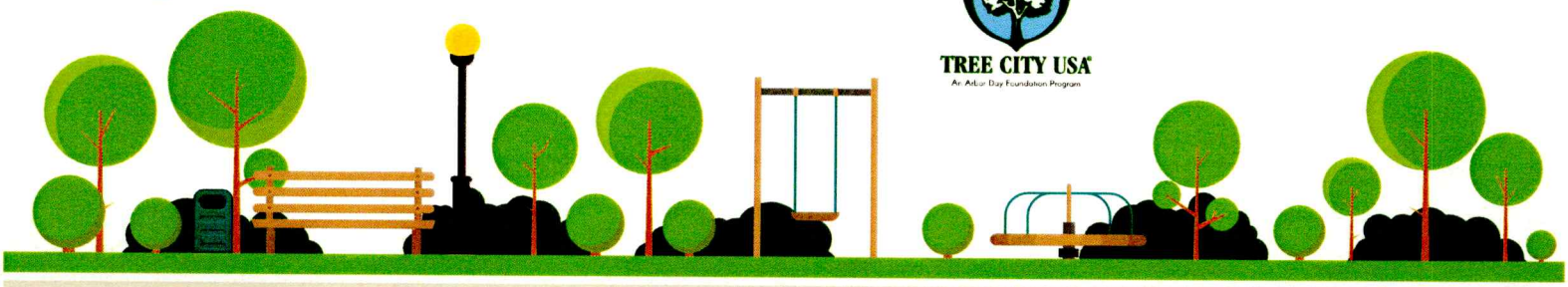
PROGRAM SUMMARY

The Tree City USA program was founded in 1976 to celebrate towns and cities committed to growing their urban canopy. Led by the Arbor Day Foundation, with partners at USDA Forest Service and National Association of State Foresters, it provides the foundational framework necessary for communities to manage and expand their tree cover.

Program applications are completely free. Many cities renew their Tree City USA status every year, making them eligible for a Growth Award and other urban forestry opportunities.

THE FOUNDATION OF URBAN FORESTRY PROGRAM DEVELOPMENT

The Tree City USA program has helped more than 3,600 communities across the country build out their urban forests. Recognition forms the base layer for five different areas of growth, including expansion of personnel, financial investment, defined policies and plans, and engagement with residents.



Arbor Day Foundation®

STANDARDS FOR RECOGNITION

To receive recognition, a community must meet four core standards for its public trees:

Standard 1:
Form A Tree Board Or Department

Delegating responsibility for city- or town-owned trees is the first official step to becoming a Tree City. By forming a tree board or department, cities can create a more organized and effective urban forestry plan.

Standard 2:
Establish A Tree Care Ordinance

A public tree care ordinance assigns clear authority over public trees and provides clear guidance for planting, maintaining, and/or removing trees from streets, parks, and other public spaces.

Standard 3:
Maintain A Community Forestry Program With An Annual Budget Of At Least $2 Per Capita

Your community most likely already spends at least $2 per capita on the planting, care, and removal of trees. This is intended to demonstrate an ongoing investment into your public trees.

Standard 4:
Proclaim and Observe Arbor Day

Celebrating Arbor Day and passing an official holiday proclamation helps create pride for your city's entire urban forestry program.

BENEFITS OF RECOGNITION

By becoming a Tree City, your community will:

- Receive flags, signs, and other materials to proudly display your award
- Educate residents about the value of trees and green space
- Gain national recognition for your commitment to environmental stewardship
- Create a cleaner, healthier, and more beautiful urban landscape

TREE CITY USA®
An Arbor Day Foundation Program

GETTING STARTED

Interested in joining, but not quite sure where to begin? It's as simple as following these five steps!

1. Make the case to friends and leaders in your community
2. Contact your state's urban and community forestry coordinator
3. Work together to fulfill the four Tree City USA standards
4. Celebrate Arbor Day
5. Submit your free application!

Learn and apply today at **arborday.org/treecityusa**

Arbor Day Foundation®

90485101

CITY COUNCIL AGENDA FORM

Meeting Date: January 26, 2026
Agenda Item: 7.II.
Prepared by:
Reviewed by: Kasey Lott, Deputy City Clerk
Department: Administration

AGENDA ITEM DESCRIPTION:
Establishing Budget Priorities for the 2026 year - *Administration*

STAFF BRIEFING:
In order to ensure that the city is progressing in a manner that is in accordance with the Council's priorities, City Administration is requesting that the council establish budget priorities for the 2026 calendar year.

HISTORY:
01.12.2026 - First Presented to Council for budget requests

FISCAL IMPACT:
Unknown

CITY COUNCIL AGENDA FORM

Meeting Date: January 26, 2026
Agenda Item: 8.I.
Prepared by:
Reviewed by: Kierra Nance
Department: City Clerk

AGENDA ITEM DESCRIPTION:
Consolidating the Planning and Zoning Commission and the Board of Adjustments; making various findings; and providing an effective date - *City Clerk/Legal*

STAFF BRIEFING:
The Planning and Zoning Commission and Board of Adjustments are two boards that are necessary to move certain processes forward within the city. Due to quorum issues, the Clerk's Office and Administration looked into the state requirements and board regulations and requested a consideration of combining these boards in order to better serve the community.

HISTORY:
01.12.2026 - City Clerk requested to combine the Planning and Zoning Commission and Board of Adjustments into one board.

FISCAL IMPACT:
N/A

ORDINANCE NO. O-2026-00[ ]

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LA MARQUE TEXAS CONSOLIDATING THE PLANNING AND ZONING COMMISSION AND THE BOARD OF ADJUSTMENTS; MAKING VARIOUS FINDINGS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of La Marque, Texas maintains two separate boards responsible for land use planning and regulation: the Planning and Zoning Commission and the Zoning Board of Adjustment, both established by Article X of the Charter of the City of La Marque, Texas.

WHEREAS, the City Council finds that consolidating these two bodies into a single entity will improve governmental efficiency, reduce administrative costs, streamline decision-making processes, and provide more consistent application of planning and zoning policies; and

WHEREAS, the City Charter, Section 10.01, expressly authorizes the City Council to appoint a planning and zoning commission "as prescribed by ordinance," providing broad authority to determine commission composition, appointment procedures, and operational structure; and

WHEREAS, consolidation will not diminish the statutory protections, powers, or procedural requirements currently afforded to either board by the Charter of the city of La Marque, Texas or applicable state law; and

WHEREAS, the City Council has determined that consolidation serves the public interest by creating a more efficient and coordinated body to exercise both planning and zoning functions.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LA MARQUE, TEXAS, THAT:

Section 1. The findings and recitals set out in the preamble to this Ordinance are found to be true and correct and they are hereby adopted by the City Council and made a part hereof for all purposes.

Section 2. Consolidation. The Planning and Zoning Commission (Charter §§ 10.01-10.04) and the Zoning Board of Adjustment (Charter § 10.05) are hereby consolidated into a single body known as the "Planning and Zoning Commission with Board of Adjustment" (the "Commission").

Section 3. Composition.

(a) The Commission shall consist of five (5) regular members and up to three (3) alternate members.

(b) All members shall be residents of the City of La Marque and shall not hold any other position in city government.

(c) All members shall serve without pay.

Section 4. Appointment and Terms

(a) **Regular Members**: The City Council shall appoint five regular members as follows:

- Initial appointments: Three (3) for two years; two (2) for one year
- Subsequent appointments: Two-year terms

(b) **Alternate Members**: The City Council shall appoint three alternate members as follows:

- Initial appointments: Two (2) for two years; one (1) for one year
- Subsequent appointments: Two-year terms

(c) **Vacancies**: All vacancies shall be filled by the City Council for the unexpired term.

(d) **Removal**: Any member may be removed for cause by the City Council upon written charges and after public hearing.

Section 5. Alternate Member Rotation.

(a) **When Alternates Serve**: Alternate members shall serve as voting members when regular members are absent, disqualified, or positions are vacant.

(b) **Rotation System**:

- Alternates shall be designated as Alternate No. 1, No. 2, and No. 3
- When one seat is needed: Alternate No. 1 serves
- When two seats are needed: Alternates No. 1 and No. 2 serve
- When three seats are needed: All three alternates serve
- After serving at a meeting, an alternate moves to the end of the rotation sequence for the next meeting requiring alternates

(c) **Notification**: The City Clerk shall notify designated alternates at least forty-eight (48) hours before the meeting.

(d) **Conflicts of Interest**: If a designated alternate has a conflict, the next alternate in rotation shall serve.

Section 6. Officers and Meetings.

(a) **Officers**: The Commission shall elect a Chair and Vice-Chair from the five regular members.

(b) **Regular Meetings**: The Commission shall meet at least once per month at times and places established by the Commission and posted in accordance with the Texas Open Meetings Act.

(c) **Quorum**: Three (3) voting members (regular or alternate) shall constitute a quorum.

(d) **Voting**: All actions require the affirmative vote of at least three (3) voting members. When the Commission is performing Board of Adjustment duties, the affirmative vote of at least four (4) of the five (5) voting members shall be required to pass an action, except that when there are fewer than five voting members present due to absences, disqualifications, or vacancies, the affirmative vote of at least four (4) voting members shall still be required.

(e) **Open Meetings**: All meetings shall be open to the public and comply with the Texas Open Meetings Law.

(f) **Minutes**: The Commission shall keep minutes showing the vote of each member on every question and indicating the capacity (Planning Commission or Board of Adjustment) in which the Commission acted.

Section 7. Powers and Duties.

(a) **As Planning and Zoning Commission** (Charter §§ 10.01-10.04):

- Develop and amend the master plan
- Control platting and subdivision of land
- Draft and recommend changes to the official city map
- Adopt zoning plans and recommend changes to City Council
- Submit annual capital improvements recommendations
- Prepare five-year capital program

(b) **As Board of Adjustments** (Charter § 10.05):

- Hear and determine appeals from building official decisions
- Grant variances from zoning requirements
- Grant special exceptions to zoning regulations
- Exercise all powers granted by Texas Local Government Code §§ 211.008-211.013

(c) **Dual Capacity**: Meeting minutes shall clearly indicate whether the Commission is acting as the Planning Commission or Board of Adjustment for each agenda item, and meeting agendas shall similarly designate the capacity in which each item will be considered.

Section 8. Powers and Duties.

(a) All references in the Code of Ordinances, City of La Marque, Texas to "Planning and Zoning Commission" when referring to planning matters shall refer to the consolidated Commission when acting in its Planning and Zoning Capacity.

(b) All references in the Code of Ordinances, City of La Marque, Texas to "Zoning Board of Adjustment" or "Board of Adjustment" shall refer to the consolidated Commission when acting in its Board of Adjustment capacity.

Section 9. Transition.

(a) **Effective Date**: This ordinance becomes effective upon final passage, a public hearing in accordance with Section 2.19 of the City Charter, and publication of this ordinance or a caption that summarizes the purpose of this ordinance.

(b) **Current Members**: All current Planning Commission and Board of Adjustment members shall cease serving upon appointment of the consolidated Commission.

(c) **New Appointments**: The City Council shall appoint members to the consolidated Commission within thirty (30) days of the effective date.

(d) **Pending Matters**: All pending applications and matters before the Planning and Zoning Commission or the Zoning Board of Adjustment shall automatically transfer to the consolidated Commission, which shall have jurisdiction to hear and decide such matters in the appropriate capacity. The consolidated Commission shall apply the same procedural and substantive standards that would have applied to the predecessor body.

Section 10. Severability. In the event any clause, phrase, provision sentence, or part of this Ordinance or the application of the same to any person or circumstance for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it is the intention of the City Council that the invalidity or unconstitutionality of the one or more parts shall not affect, impair, or invalidate this Ordinance as a whole or any part or provision other than the part declared to be invalid or unconstitutional; and the City Council of the City of La Marque, Texas, declares that it would have passed each and every part of the same notwithstanding the omission of

any such part thus declared to be invalid or unconstitutional, whether there be one or more parts.

PASSED, AND APPROVED by the City Council of the City of La Marque on First Reading this _____ day of _____**, 2026**; and

PASSED, APPROVED, AND ADOPTED by the City Council of the City of La Marque on Second and Final Reading this _____ day of _____**, 2026.**

CITY OF LA MARQUE, TEXAS

_____
Keith Bell, Mayor

ATTEST:

_____
Kierra Nance, TRMC, City Clerk

APPROVED AS TO FORM:

_____
Gus Knebel, Consulting City Attorney

CITY COUNCIL AGENDA FORM

Meeting Date: January 26, 2026
Agenda Item: 8.II.
Prepared by:
Reviewed by: Kierra Nance
Department: City Clerk

AGENDA ITEM DESCRIPTION:
Amending the meeting dates for certain boards and commissions; making various findings; and providing an effective date - *City Clerk*

STAFF BRIEFING:
At the City Council meeting held on January 12, 2026, the City Clerk presented on the Boards and Commissions and requested a consideration to move adjust the meetings for all non quasi-judicial boards and commissions. This was requested to be brought back to council.

HISTORY:
01.12.2026 - discussion between City Clerk and Council took place and requested follow up

FISCAL IMPACT:
N/A

ORDINANCE NO. O-2026-00[ ]

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LA MARQUE TEXAS AMENDING THE MEETING DATES FOR CERTAIN BOARDS AND COMMISSIONS; MAKING VARIOUS FINDINGS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of La Marque, Texas desires to amend the meeting dates of certain boards and commissions to meet quarterly and subject to the call of the applicable chair.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LA MARQUE, TEXAS, THAT:

Section 1. The findings and recitals set out in the preamble to this Ordinance are found to be true and correct and they are hereby adopted by the City Council and made a part hereof for all purposes.

Section 2. The La Marque Cemetery Board shall meet at least quarterly and at such times subject to the call of the chair and in compliance with the Texas Open Meetings Act.

Section 3. The La Marque Park Board shall meet at least quarterly and at such times subject to the call of the Chair.

Section 4. The La Marque Keep La Marque Beautiful Commission shall meet at least quarterly and at such times subject to the call of the Chair in compliance with the Texas Open Meetings Act.

Section 5. The La Marque Library Advisory Board shall meet at least quarterly and at such times subject to the call of the Chair in compliance with the Texas Open Meetings Act.

Section 6. The La Marque Ordinance Review Committee shall meet at least quarterly and at such times subject to the call of the Chair in compliance with the Texas Open Meetings Act.

Section 7. The La Marque Youth Advisory Board shall meet at least quarterly and at such times subject to the call of the Chair in compliance with the Texas Open Meetings Act.

Section 8. The La Marque TIRZ #2 Board shall meet at least quarterly and at such times subject to the call of the Chair in compliance with the Texas Open Meetings Act and Chapter 311 of the Texas Tax Code.

Section 9. Severability. In the event any clause, phrase, provision sentence, or part of this Ordinance or the application of the same to any person or circumstance for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it is the intention of the City Council that the invalidity or unconstitutionality of the one or more parts shall not affect, impair, or invalidate this Ordinance as a whole or any part or provision other than the part declared to be invalid or unconstitutional; and the City Council of the City of La Marque, Texas, declares that it would have passed each and every part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, whether there be one or more parts.

Section 10. Publication and Effective Date. This Ordinance shall be effective immediately, after final passage by City Council, a public hearing in accordance with Section 2.19 of the City Charter, and publication of this ordinance or a caption that summarizes the purpose of this ordinance.

PASSED, AND APPROVED by the City Council of the City of La Marque on First Reading this _____ day of _____**, 2026**; and

PASSED, APPROVED, AND ADOPTED by the City Council of the City of La Marque on Second and Final Reading this _____ day of _____**, 2026**.

***** SIGNATURES ON NEXT PAGE *****

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CITY OF LA MARQUE, TEXAS

_____

Keith Bell, Mayor

ATTEST:

_____

Kierra Nance, TRMC, City Clerk

APPROVED AS TO FORM:

_____

Gus Knebel, Consulting City Attorney

CITY COUNCIL AGENDA FORM

Meeting Date: January 26, 2026 Agenda Item: 8.III.
Prepared by: Reviewed by:
Department: Finance

AGENDA ITEM DESCRIPTION:
Authorizing certain officers of the City to sign and endorse checks and drafts of the City of La Marque IDC bank accounts - *Finance*

STAFF BRIEFING:
Proposed Change: adding Interim City Manager Barbara Holly, Finance Director Worth Ferguson, and City Clerk Kierra Nance to the La Marque IDC account

HISTORY:
01.13.2025 - Cesar Garcia separated from the City of La Marque
01.27.2025 - J.B. Pritchett was named Interm City Manager
05.12.2025 - J.B. Pritchett was named City Manager
07.07.2025 - J.B. Pritchett resigned
07.28.2025 - City Council appointed Barbara Holly Interim City Manager
08.25.2025 - Interim City Manager was added to all other City accounts
08.29.2025 - Finance Director Ferguson started new role with City of La Marque
09.22.2025 - Finance Director Ferguson was added to all other City accounts

FISCAL IMPACT:
None.

Print Form Clear Form

Resolution Amending Authorized Representatives

Please complete this form to amend or designate Authorized Representatives. *This document supersedes all prior Authorized Representative forms.*

*** Required Fields**

1. Resolution

WHEREAS,

Participant Name* _____ Location Number* _____

("**Participant**") is a local government of the State of Texas and is empowered to delegate to a public funds investment pool the authority to invest funds and to act as custodian of investments purchased with local investment funds; and

WHEREAS, it is in the best interest of the Participant to invest local funds in investments that provide for the preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act; and

WHEREAS, the Texas Local Government Investment Pool ("**TexPool / Texpool Prime**"), a public funds investment pool, were created on behalf of entities whose investment objective in order of priority are preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act.

NOW THEREFORE, be it resolved as follows:

A. That the individuals, whose signatures appear in this Resolution, are Authorized Representatives of the Participant and are each hereby authorized to transmit funds for investment in TexPool / TexPool Prime and are each further authorized to withdraw funds from time to time, to issue letters of instruction, and to take all other actions deemed necessary or appropriate for the investment of local funds.

B. That an Authorized Representative of the Participant may be deleted by a written instrument signed by two remaining Authorized Representatives provided that the deleted Authorized Representative (1) is assigned job duties that no longer require access to the Participant's TexPool / TexPool Prime account or (2) is no longer employed by the Participant; and

C. That the Participant may by Amending Resolution signed by the Participant add an Authorized Representative provided the additional Authorized Representative is an officer, employee, or agent of the Participant;

List the Authorized Representative(s) of the Participant. Any new individuals will be issued personal identification numbers to transact business with TexPool Participant Services.

1. Name _____ Title _____

Phone _____ Fax _____ Email _____

Signature _____

2. Name _____ Title _____

Phone _____ Fax _____ Email _____

Signature _____

3. Name _____ Title _____

Phone _____ Fax _____ Email _____

Signature _____

Form Continues on Next Page

1. Resolution (continued)

4.

Name | Title

Phone | Fax | Email

Signature

List the name of the Authorized Representative listed above that will have primary responsibility for performing transactions and receiving confirmations and monthly statements under the Participation Agreement.

Name

In addition and at the option of the Participant, one additional Authorized Representative can be designated to perform only inquiry of selected information. *This limited representative cannot perform transactions.* If the Participant desires to designate a representative with inquiry rights only, complete the following information.

Name | Title

Phone | Fax | Email

D. That this Resolution and its authorization shall continue in full force and effect until amended or revoked by the Participant, and until TexPool Participant Services receives a copy of any such amendment or revocation. This Resolution is hereby introduced and adopted by the Participant at its regular/special meeting held on the ____ day of _____, 2 0 ___.

Note: Document is to be signed by your Board President, Mayor or County Judge and attested by your Board Secretary, City Secretary or County Clerk.

Name of Participant*

SIGNED	**ATTEST**
Signature*	Signature*
Printed Name*	Printed Name*
Title*	Title*

2. Delivery Instructions

Please return this document to **TexPool Participant Services**:

Email: texpool@dstsystems.com

Fax: 866-839-3291

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CITY COUNCIL AGENDA FORM

Meeting Date: January 26, 2026
Agenda Item: 8.IV.
Prepared by:
Reviewed by: Kierra Nance
Department: City Clerk

AGENDA ITEM DESCRIPTION:
Considering a contract between the City of La Marque and Comcast to centralize internet usage - *Finance / IT*

STAFF BRIEFING:
In an effort to save money on behalf of the city, the Finance department and Information Technology (IT) Team request to enter into a contract with Comcast and make them the singular provider of internet services for the City. This contract includes adding fiber lines in the city, as well as single entry/exit of internet services, which will allow for better internet connection throughout the city.

HISTORY:

FISCAL IMPACT:
$7,453.30

COMCAST
BUSINESS

Fiber Based Metro Ethernet Solution for City of La Marque's Multi-site Connectivity and Managed solution Project:

Submitted by:

Gabriela Galvez
Comcast Business Education Account Manager

January 22, 2026

(Valid for 30 days from listed date)

CONFIDENTIAL

Executive Summary

Thank you for considering Comcast Business as a potential provider of your dedicated access connectivity.

In choosing Comcast Business as your provider, you will have the assurance that you will be partnered with a provider that implements state-of-the-art technology with world-class customer support.

Comcast Metro Ethernet Services is an advanced alternative to older technologies like T-1 and MPLS.

Features and Benefits:

***99.99% Guaranteed Uptime**
***100 Gbps/400 Gbps regional networks**
*** High capacity nationwide backbone**
*** SIP Scaled Infrastructure**
*** IPv4 and IPv6 operational**
*** Diverse network from legacy Telcos**
***Guaranteed technical response**
***Proactive Network Monitoring**
*** QoS-based voice, video & data**
***Proactive Network Monitoring**
*** Self-healing architecture**
***10Mbps to 100Gbps Ethernet solutions**
*** Metropolitan Ethernet Forum (MEF) Certified**
***Management Centers in Denver and Chicago**
***Industry Leading Service Level Agreements**

Online Performance Reporting
Comcast provides the customer with a password protected web portal to access online reports containing their historical network traffic information. Reports may vary based on the customer's service.

IP Address Allocation
IP address space is a finite resource that is an essential requirement for all Internet access services. Comcast will provide customers with as many usable static IP addresses as can be justified. IP justification form required.

ESTIMATED INSTALLATION TIME: Construction and installation time can be up to 3-4 months, depending on permits and scope of work. The customer will not be charged until construction is completed and fiber circuit is turned up.

All the best,

Gabriela Galvez
Comcast Business Government & Education Account Manager
M: +1 (713) 431-2896
E: Gabriela_GalvezMota@comcast.com

Connectivity – 2 EDI Fiber circuits with 11 ENS sites, SD-Wan and Firewall solutions

Service Description	Term	Monthly Data Charge
1GB EDI Fiber internet	36	-
500Mbps EDI Fiber internet	36	-
*Diverse Circuit - 500Mbps Fiber Internet	36	$858
*Diverse Circuit - 100Mbps Fiber Internet	36	$550
Connectivity – 11 – 100MBPS ENS sites	36	-
SD Wan/UTM's – Promotional pricing applied!	36	-
Total MRC	36	$7,453.30

Connectivity – 2 EDI Fiber circuits with 11 ENS sites and Firewall solutions

Service Description	Term	Monthly Data Charge
1GB EDI Fiber internet	36	-
500Mbps EDI Fiber internet	36	-
*Diverse Circuit - 500Mbps Fiber Internet	36	$858
*Diverse Circuit - 100Mbps Fiber Internet	36	$550
Connectivity – 11 – 100MBPS ENS sites	36	-
Firewalls - UTM's – Promotional pricing applied!	36	-
Total MRC	36	$5,528.30

COMCAST BACKBONE ARCHITECTURE

Comcast Houston utilizes **Juniper MX960** carrier Ethernet routers throughout our core backbone: http://www.juniper.net/us/en/products-services/routing/mx-series/mx960/ .

Comcast Houston is a fiber-optic backbone that is built upon a multi-mesh core that does not physically pass thru or rely upon any LEC (Local Exchange Carrier) facilities. Comcast's fiber-optic network is wholly owned and operated by Comcast.

ENTERPRISE NETWORK OPERATIONS TEAM

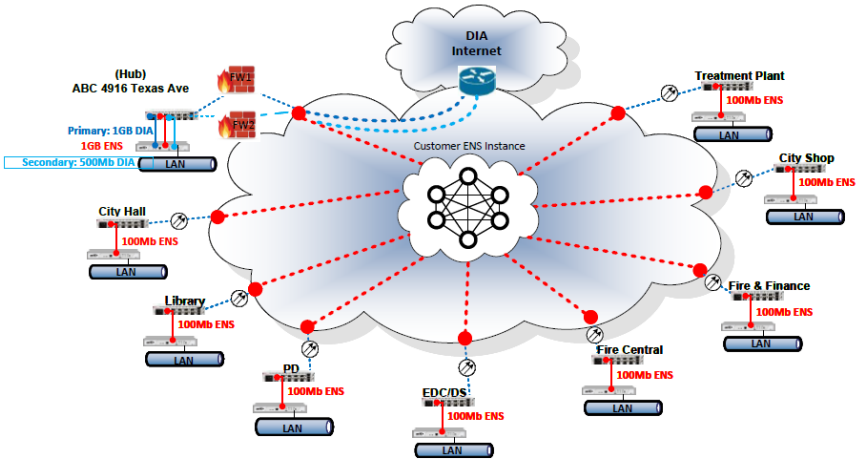
The Network Operations organization provides outstanding network maintenance, which includes surveillance, troubleshooting and resolution through its state-of-the-art 24 x 7 x 365 Network Operations Centers (NOC) in multiple cities for redundancy.

Comcast Enterprise Terms & Conditions, Product-Specific Attachments, and Policies

AM: Jason Ovalle
SE: Steven Broussard
November 2025
Revision 5.0

City of LaMarque
Topology: ENS & DIA

COMCAST NETWORK



NOTES:

- All phy connections are fiber and all sites are scalable up to 1Gb.
- All locations to share single DIA circuit at 4916 location.
- ENS is layer2 Metro Ethernet. The client can create their own IP scope, VLAN tags and QoS.
- ENS & DIA are separate circuits and instances. There is no comingling of data.
- All data handoffs are Ethernet, RJ45 electrical or fiber, SMF/MMF.

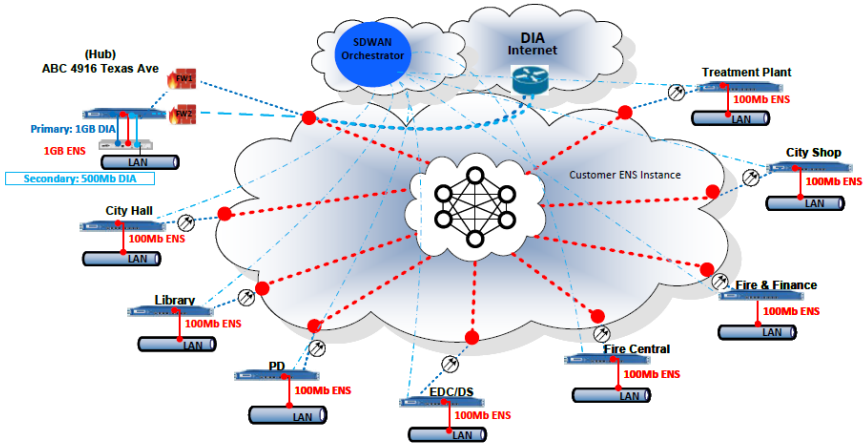
LEGEND:

- Comcast Headend
- Comcast NID/DMARC- services are terminated on this device
- Comcast managed Router/ FW
- Fiber Uplink to Provider
- DIA traffic
- ENS traffic

AM: Jason Ovalle
SE: Steven Broussard
November 2025
Revision 5.0

City of LaMarque
Topology: ENS/DIA/SDWAN

COMCAST NETWORK



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- All data handoffs are Ethernet, RJ45 electrical or fiber, SMF/MMF.

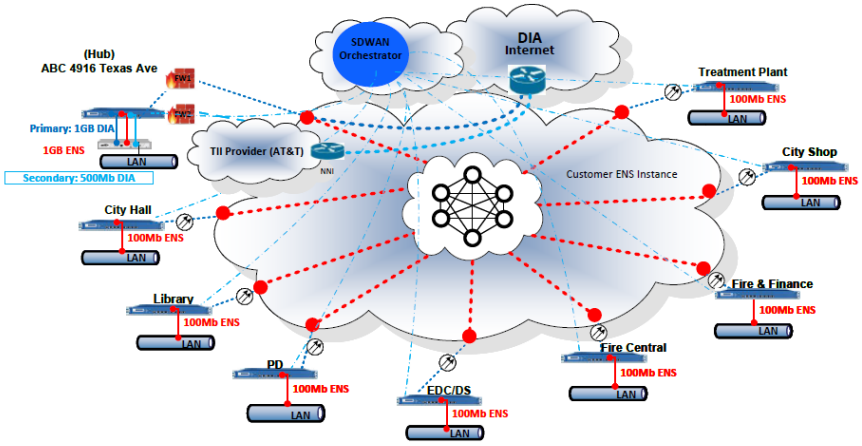
LEGEND:

- Comcast Headend
- Comcast SDWAN
- Comcast managed Router/ FW
- Fiber Uplink to Provider
- SDWAN Overlay
- DIA traffic
- ENS traffic

AM: Jason Ovalle
SE: Steven Broussard
November 2025
Revision 5.0

City of LaMarque
Topology: ENS/DIA/SDWAN

COMCAST NETWORK



NOTES:

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LEGEND:

- Comcast Headend
- Comcast SDWAN
- Comcast managed Router/ FW
- Fiber Uplink to Provider
- SDWAN Overlay
- DIA traffic
- ENS traffic

CITY COUNCIL AGENDA FORM

Meeting Date: January 26, 2026 Agenda Item: 8.V.
Prepared by: Reviewed by:
Department: City Clerk

AGENDA ITEM DESCRIPTION:
Discussing potential topics regarding a Request for Qualifications for Forensic Audit - *Finance*

STAFF BRIEFING:
The Finance committee has met on numerous occasions, and has proposed potential scopes of work related to a Forensic Audit.

HISTORY:

FISCAL IMPACT:
unknown - the cost of a Forensic Audit will be determined by the scope and the responses received.

Scope	Priority	Notes
All Grant funds from 2020 to 2025. This includes the acquisition of the grants, the awarding of projects, the payments for projects to contractors, any administrative costs claimed, and accuracy of reported information	High (recommendation #1)	This is extremely high dollar transaction. There is already evidence of these not being handled correctly and there are limited in amount of transactions directly associated with the area. This is the #1 recommendation for the RFQ
Review use and approvals of projects related for Impact Fees. Did these projects/expenses qualify under the required standards. Were Impact fees used for general fund or utility funds expenses. Were Impact fees used without approval. Review collection and use of HOT tax funds. This includes verification of projects meeting the criteria for use, collections being verified, no collections being waived, and required tracking (including separation) of the funds. For years 2021 to 2025	High (recommendation #2)	This is two related and extremely high dollar areas. There is already evidence of these not being handled correctly and there are limited in amount of transactions directly associated with the areas. This is the #2 recommendation for the RFQ
Review all checks to Individuals since 2020 specifically focusing on recurring payments and payments to individuals for projects related to contracts with businesses.	High (recommendation #3)	This is a high dollar and low transaction volume area. These types of payments are very suspectable to errors and issues. This is the #3 recommendation for the RFQ
All purchases since 2021. Specifically to include large purchases for machinery and vehicles. Scrap documentation on items sold for scrap. To include the approval to sell, the documentation of the sale, and the proceeds of the sale being verified and deposited	High (recommendation #4)	This is low volume of transactions but for very high dollar amounts. It is also a type of transaction where issues are more common. This is the fourth scope to be recommended for discussion at council and for inclusion on the RFQ
Travel Expenses since 2000. This is to include all travel out of La Marque including day trips. All travel where all or a portion was paid with City funds. This includes reviewing Per Diem, approvals, verification of travel and attendance at event travel was for.	Medium	This was discussed but since the dollar amounts are low and the frequency is moderate to low this would not be a first round recommendation. It was discussed that this would be a good candidate to have done internally once time permits.
All Purchase card transactions for the last 4 years.	Medium	While this is a high culprit for fraud the amount of the transactions is a low dollar amount for the vast majority and this work is already underway internally including sending items to authorities for their review it was recommended that this continue to be the first area reviewed internally.
Buy Agreement with Utilities. Concerns with waived bills or reduced bills especially with employees, council members, or specific citizens. Are there any patterns about adjustments that are not compliant. Focus on 2021 to 2025	Medium	This is a low dollar per transactions area and was determined to be more suitable for the list of internal reviews.
City payments and agreements with 501C3s. Are they compliant, was this reviewed before payments or contracts/MOUs. Did we review for compliance on an ongoing basis after contract/MOU to ensure still in compliance and payments were approved each time.	Medium	This is low to moderate dollar amounts. Tis was an area of concern but did not make the initial list of proposed topics. This will be considered again in the future.
Electronic equipment and purchases. Are they all accounted for, is there any purchases that appear to be for personal or family use?	Medium	This is low to moderate dollar amounts. Tis was an area of concern but did not make the initial list of proposed topics. This will be considered again in the future.
Review purchases on the City's Amazon account to determine if any of the City's account was used to purchase any items for citizens or employees for their personal benefit and not for the city.	Medium	While this is a high culprit for fraud the amount of the transactions is a low dollar amount for the vast majority and this work is already underway internally including sending items to authorities for their review it was recommended that this continue to be the first area reviewed internally.
Permit for construction in Omega Bay. These were potentially destroyed against record retention and in retaliation. Also, related to FEMA request. To include New construction and Remodel	Low	This is a low dollar value issue and is not ideal for a forensic audit as it is not a review financial information and is about missing documents. This will be reviewed again in the future for possible action.
Fuel card usage by the city	Low	This is a very low dollar and high volume of transactions. While it is a frequent area of issues this was recommended to be on the list of internal reviews but at the bottom.
Review to determine if the City's tax exempt status was used to purchase any items for citizens or employees for their personal benefit and not for the city.	Low	This is low dollar value and was not a high concern form the committee. It was recommended to wait for the future to review this again.
Review Sam's club account to determine if any of the City's points was used to purchase any items for citizens or employees for their personal benefit and not for the city.	Low	This is a very limited and low dollar area. It was recommended to wait for the future to review this again.
Use of and Providing of discretionary funds for council and any other employee if any was provided). Did they follow the requirements, were they approved before payment, and were they within limits.	Low	This is low volume and low dollar transactions. This will be reviewed again in the future.

CITY COUNCIL AGENDA FORM

Meeting Date: January 26, 2026 Agenda Item: 8.VI.
Prepared by: Reviewed by:
Department: City Clerk

AGENDA ITEM DESCRIPTION:
Updating the Financial Policies and Procedures for the City of La Marque in accordance with recommendations by the Texas General Land Office - *Finance*

STAFF BRIEFING:

HISTORY:

FISCAL IMPACT:

Procedures for Grant Payments
City of La Marque

INTERNAL CONTROLS

Whenever possible, written procedures will be established, maintained, and assessed per 2 CFR 200.303 by the City Clerk/Finance Director for all functions involving cash handling and/or accounting throughout the City. These procedures will embrace the general concepts of fiscal responsibility set forth in this policy statement.

Whenever possible, the City ensures duties and responsibilities are segregated so that no one individual has complete authority over a financial transaction.

PROCEDURES FOR GRANT PAYMENTS

1. Invoice is received and, if necessary, a request for payment is prepared by grant consultant and proper signatures obtained from the City Manager and the Finance Director as authorized in original grant approval. The City's Finance Department reviews the invoice and compares it to the grant budget.

2. Invoice must be approved by a city official involved in the grant implementation or the City Manager and Finance Director. Approval is acknowledged by initialing the original invoice or through Council action.

3. Once grant funds are received and invoice approval acknowledged by signature on the original invoice, a demand check is entered into the system by the Finance Department, then printed and disbursed by the Accounts Payable personnel. Both City Manager and Finance Director signatures appear on the approved checks. Checks are then disbursed to the appropriate vendors. The Finance Director is responsible for ensuring that checks are signed and disbursed within five (5) calendar days of receiving grant funds.

4. Copies of the request for payment, invoice, canceled check copy and bank statement showing receipt of grant money is retained in the grant file in the City Clerk's office.

The City Manager and Finance Director authorize payments and issues of checks. Two signatures are required on each check, either the City Manager, Finance Director, or City Clerk. The Finance Director and/or Accountant II is responsible for reconciling the monthly bank statements.

COST ALLOWABILITY

Except where otherwise authorized by statute, costs must meet the following criteria to be allowable under Federal awards:

1. Be necessary and reasonable for the performance of the Federal award and be allocable thereto under these principles.
2. Conform to any limitations or exclusions set forth in these principles or in the Federal award as to types or amount of cost items.
3. Be consistent with policies and procedures that apply uniformly to both federally financed and other activities of the recipient or subrecipient.
4. Be accorded consistent treatment. For example, a cost must not be assigned to a Federal award as a direct cost if any other cost incurred for the same purpose in like circumstances has been allocated to the Federal award as an indirect cost.
5. Be determined in accordance with generally accepted accounting principles (GAAP), except, for State and local governments and Indian Tribes only, as otherwise provided for in this part.

6. Not be included as a cost or used to meet cost sharing requirements of any other federally-financed program in either the current or a prior period.
7. Be adequately documented.
8. Administrative closeout costs may be incurred until the due date of the final report(s). If incurred, these costs must be liquidated prior to the due date of the final report(s) and charged to the final budget period of the award unless otherwise specified by the Federal agency. All other costs must be incurred during the approved budget period. At its discretion, the Federal agency is authorized to waive prior written approvals to carry forward unobligated balances to subsequent budget periods.

The Finance Director will be responsible for reviewing the above criteria for all invoices under the Federal grants.

CASH MANAGEMENT AND DISBURSEMENT - TIMELY EXPENDITURES

The City shall make timely payments to vendors and minimize the time between transferring funds from the State Treasury and disbursement of funds to vendors in compliance with the terms and conditions of the federal contract, grant, regulation, or statute.

To ensure vendor compliance, invoices/pay applications/pay estimates will be reviewed for accuracy for such items but not limited to change order approvals, outstanding lien/payments to subcontractors, labor standards, and verification of work completed as invoiced prior to disbursement or request for funds from State Agency. The City shall notify a vendor of an error in an invoice submitted for payment by the vendor.

ADVANCE PAYMENT PROCEDURES

All advanced payments using federal grant funds will be disbursed within three (3) calendar days from the date of the transfer of funds in accordance with 2 CFR 200.305(b), and in accordance with the provisions in the contract with the vendor.

Advance payments of federal grant funds will be deposited and maintained in a separate insured account. The City will maintain advance payments of federal awards in interest-bearing accounts, unless the following apply: City receives less than $120,000 in Federal awards per year; the City is not expected to earn interest in excess of $500 per year on Federal cash balances; or the depository would require an average or minimum balance so high that it would not be feasible within the expected Federal and non-Federal cash resources. (2 CFR 200.302(b)(6) and 200.305)

These Policies and Procedures are implemented through the City of La Marque's administrative team of the City Manager, City Clerk, and the Finance Director.

_____ _____

Barbara Holly, Interim City Manager Date

CITY OF LA MARQUE
PROCUREMENT POLICIES AND PROCEDURES

The City of La Marque follows the procurement standards in 2 CFR 200.317 – 2CFR 200.327 and Appendix II to Part 200 for procurement actions to be funded with Federal funds. All attempts are made to adhere to these policies and procedures and updates are made as needed. The entirety of the language found in 2 CFR 200.317 – 2 CFR 200.327 may not be applicable in all instances, programs, and/or situations. This document contains the most current 2 CFR 200.317 – 2 CFR 200.327 language available at the adoption of these policies and procedures.

FEDERAL POLICY

§200.317 Procurements by States and Indian Tribes.

When conducting procurement transactions under a Federal award, a State or Indian Tribe must follow the same policies and procedures it uses for procurements with non-Federal funds. If such policies and procedures do not exist, States and Indian Tribes must follow the procurement standards in §§ 200.318 through 200.327. In addition to its own policies and procedures, a State or Indian Tribe must also comply with the following procurement standards: §§ 200.321, 200.322, 200.323, and 200.327. All other recipients and subrecipients, including subrecipients of a State or Indian Tribe, must follow the procurement standards in §§ 200.318 through 200.327.

§200.318 General procurement standards.

(a) ***Documented procurement procedures.*** The City must maintain and use documented procedures for procurement transactions under a Federal award or subaward, including for acquisition of property or services. These documented procurement procedures must be consistent with State, local, and tribal laws and regulations and the standards identified in §§ 200.317 through 200.327.

(b) ***Oversight of contractors.*** Recipients and subrecipients must maintain oversight to ensure that contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders. See also § 200.501(h).

(c) ***Conflicts of interest.***

(1) The City must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award, and administration of contracts. No employee, officer, agent, or board member with a real or apparent conflict of interest may participate in the selection, award, or administration of a contract supported by the Federal award. A conflict of interest includes when the employee, officer, agent, or board member, any member of their immediate family, their partner, or an organization that employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from an entity considered for a contract. An employee, officer, agent, and board member of the City may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors. However, the City may set standards for situations where the financial interest is not substantial or a gift is an unsolicited item of nominal value. The recipient's or subrecipient's standards of conduct must also provide for disciplinary actions to be applied for violations by its employees, officers, agents, or board members.

(2) If the City has a parent, affiliate, or subsidiary organization that is not a State, local government, or Indian Tribe, the City must also maintain written standards of conduct covering organizational conflicts of interest. Organizational

conflicts of interest mean that because of relationships with a parent company, affiliate, or subsidiary organization, the City is unable or appears to be unable to be impartial in conducting a procurement action involving a related organization.

(d) ***Avoidance of unnecessary or duplicative items.*** The City's procedures must avoid the acquisition of unnecessary or duplicative items. Consideration should be given to consolidating or breaking out procurements to obtain a more economical purchase. When appropriate, an analysis should be made between leasing and purchasing property or equipment to determine the most economical approach.

(e) ***Procurement arrangements using strategic sourcing.*** When appropriate for the procurement or use of common or shared goods and services, recipients and subrecipients are encouraged to enter into State and local intergovernmental agreements or inter-entity agreements for procurement transactions. These or similar procurement arrangements using strategic sourcing may foster greater economy and efficiency. Documented procurement actions of this type (using strategic sourcing, shared services, and other similar procurement arrangements) will meet the competition requirements of this part.

(f) ***Use of excess and surplus Federal property.*** The City is encouraged to use excess and surplus Federal property instead of purchasing new equipment and property when it is feasible and reduces project costs.

(g) ***Use of value engineering clauses.*** When practical, the City is encouraged to use value engineering clauses in contracts for construction projects of sufficient size to offer reasonable opportunities for cost reductions. Value engineering means analyzing each contract item or task to ensure its essential function is provided at the overall lowest cost.

(h) ***Responsible contractors.*** The City must award contracts only to responsible contractors that possess the ability to perform successfully under the terms and conditions of a proposed contract. The City must consider contractor integrity, public policy compliance, proper classification of employees (see the Fair Labor Standards Act, 29 U.S.C. 201, chapter 8), past performance record, and financial and technical resources when conducting a procurement transaction. See also § 200.214.

(i) ***Procurement records.*** The City must maintain records sufficient to detail the history of each procurement transaction. These records must include the rationale for the procurement method, contract type selection, contractor selection or rejection, and the basis for the contract price.

(j) ***Time-and-materials type contracts.***

(1) The City may use a time-and-materials type contract only after a determination that no other contract is suitable and if the contract includes a ceiling price that the contractor exceeds at its own risk. Time-and-materials type contract means a contract whose cost to a City is the sum of:

(i) The actual cost of materials; and

(ii) Direct labor hours charged at fixed hourly rates that reflect wages, general and administrative expenses, and profit.

(2) Because this formula generates an open-ended contract price, a time-and-materials contract provides no positive profit incentive to the contractor for cost control or labor efficiency. Therefore, each contract must set a ceiling price that the contractor exceeds at its own risk. Further, the City awarding such a contract must assert a high degree of oversight to obtain reasonable assurance that the contractor is using efficient methods and effective cost controls.

(k) ***Settlement of contractual and administrative issues.*** The City is responsible for the settlement of all contractual and administrative issues arising out of its procurement transactions. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the City of any contractual responsibilities under its contracts. The Federal agency will not substitute its judgment for that of the City unless the matter is primarily a Federal concern. The City must report violations of law to the Federal, State, or local authority with proper jurisdiction.

(l) ***Examples of labor and employment practices.***

(1) The procurement standards in this subpart do not prohibit recipients or subrecipients from:

(i) Using Project Labor Agreements (PLAs) or similar forms of pre-hire collective bargaining agreements;

(ii) Requiring construction contractors to use hiring preferences or goals for people residing in high-poverty areas, disadvantaged communities as defined by the Justice40 Initiative (see OMB Memorandum M-21-28), or high-unemployment census tracts within a region no smaller than the county where a federally funded construction project is located. The hiring preferences or goals should be consistent with the policies and procedures of the City, and must not prohibit interstate hiring;

(iii) Requiring a contractor to use hiring preferences or goals for individuals with barriers to employment (as defined in section 3 of the Workforce Innovation and Opportunity Act (29 U.S.C. 3102(24)), including women and people from underserved communities as defined by Executive Order 14091;

(iv) Using agreements intended to ensure uninterrupted delivery of services; using agreements intended to ensure community benefits; or

(v) Offering employees of a predecessor contractor rights of first refusal under a new contract.

(2) Recipients and subrecipients may use the practices listed in paragraph (1) if consistent with the U.S. Constitution, applicable Federal statutes and regulations, the objectives and purposes of the applicable Federal financial assistance program, and other requirements of this part.

[Title 2 was last amended 1/03/2025.]

§200.319 Competition.

(a) All procurement transactions under the Federal award must be conducted in a manner that provides full and open competition and is consistent with the standards of this section and § 200.320.

(b) To ensure objective contractor performance and eliminate unfair competitive advantage, contractors that develop or draft specifications, requirements, statements of work, or invitations for bids must be excluded from competing on those procurements.

(c) Examples of situations that may restrict competition include, but are not limited to:

(1) Placing unreasonable requirements on firms for them to qualify to do business;

(2) Requiring unnecessary experience and excessive bonding;

(3) Noncompetitive pricing practices between firms or between affiliated companies;

(4) Noncompetitive contracts to consultants that are on retainer contracts;

(5) Organizational conflicts of interest;

(6) Specifying only a “brand name” product instead of allowing “an equal” product to be offered and describing the performance or other relevant requirements of the procurement; and

(7) Any arbitrary action in the procurement process.

(d) The City must have written procedures for procurement transactions. These procedures must ensure that all solicitations:

(1) Are made in accordance with § 200.319(b);

(2) Incorporate a clear and accurate description of the technical requirements for the property, equipment, or service being procured. The description may include a statement of the qualitative nature of the property, equipment, or service to be procured. When necessary, the description must provide minimum essential characteristics and standards to which the property, equipment, or service must conform. Detailed product specifications should be avoided if at all possible. When it is impractical or uneconomical to clearly and accurately describe the technical requirements, a “brand name or equivalent” description of features may be used to provide procurement requirements. The specific features of the named brand must be clearly stated; and

(3) Identify any additional requirements which the offerors must fulfill and all other factors that will be used in evaluating bids or proposals.

(e) The City must ensure that all prequalified lists of persons, firms, or products used in procurement transactions are current and include enough qualified sources to ensure maximum open competition. When establishing or amending prequalified lists, the City must consider objective factors that evaluate price and cost to maximize competition. The City must not preclude potential bidders from qualifying during the solicitation period.

(f) To the extent consistent with established practices and legal requirements applicable to the City, this subpart does not prohibit recipients or subrecipients from developing written procedures for procurement transactions that incorporate a scoring mechanism that rewards bidders that commit to specific numbers and types of U.S. jobs, minimum compensation, benefits, on-the-job-training for employees making work products or providing services on a contract, and other worker protections. This subpart also does not prohibit recipients and subrecipients from making inquiries of bidders about these subjects and assessing the responses. Any scoring mechanism must be consistent with the U.S. Constitution, applicable Federal statutes and regulations, and the terms and conditions of the Federal award.

(g) Noncompetitive procurements can only be awarded in accordance with § 200.320(c).

§200.320 Procurement methods.

There are three types of procurement methods described in this section: informal procurement methods (for micro-purchases and simplified acquisitions); formal procurement methods (through sealed bids or proposals); and

noncompetitive procurement methods. For any of these methods, the City must maintain and use documented procurement procedures, consistent with the standards of this section and §§ 200.317, 200.318, and 200.319.

(a) ***Informal procurement methods for small purchases.*** These procurement methods expedite the completion of transactions, minimize administrative burdens, and reduce costs. Informal procurement methods may be used when the value of the procurement transaction under the Federal award does not exceed the simplified acquisition threshold as defined in § 200.1. Recipients and subrecipients may also establish a lower threshold. Informal procurement methods include:

(1) ***Micro-purchases*** —

(i) ***Distribution.*** The aggregate amount of the procurement transaction does not exceed the micro-purchase threshold defined in § 200.1. To the extent practicable, the City should distribute micro-purchases equitably among qualified suppliers.

(ii) ***Micro-purchase awards.*** Micro-purchases may be awarded without soliciting competitive price or rate quotations if the City considers the price reasonable based on research, experience, purchase history, or other information; and maintains documents to support its conclusion. Purchase cards may be used as a method of payment for micro-purchases.

(iii) ***Micro-purchase thresholds.*** The City is responsible for determining and documenting an appropriate micro-purchase threshold based on internal controls, an evaluation of risk, and its documented procurement procedures. The micro-purchase threshold used by the City must be authorized or not prohibited under State, local, or tribal laws or regulations. The City may establish a threshold higher than the Federal threshold established in the Federal Acquisition Regulations (FAR) in accordance with paragraphs (a)(1)(iv) and (v) of this section.

(iv) ***City increase to the micro-purchase threshold up to $50,000.*** The City may establish a threshold higher than the micro-purchase threshold identified in the FAR in accordance with the requirements of this section. The City may self-certify a threshold up to $50,000 on an annual basis and must maintain documentation to be made available to the Federal agency or pass-through entity and auditors in accordance with § 200.334. The self-certification must include a justification, clear identification of the threshold, and supporting documentation of any of the following:

(A) A qualification as a low-risk auditee, in accordance with the criteria in § 200.520 for the most recent audit;

(B) An annual internal institutional risk assessment to identify, mitigate, and manage financial risks; or,

(C) For public institutions, a higher threshold is consistent with State law.

(v) ***City increase to the micro-purchase threshold over $50,000.*** Micro-purchase thresholds higher than $50,000 must be approved by the cognizant agency for indirect costs. The City must submit a request that includes the requirements in paragraph (a)(1)(iv) of this section. The increased threshold is valid until any factor that was relied on in the establishment and rationale of the threshold changes.

(2) ***Simplified acquisitions*** —

(i) ***Simplified acquisition procedures.*** The aggregate dollar amount of the procurement transaction is higher than the micro-purchase threshold but does not exceed the simplified acquisition threshold. If simplified acquisition procedures are used, price or rate quotations must be obtained from an adequate number of qualified sources. Unless specified by the Federal agency, the City may exercise judgment in determining what number is adequate.

(ii) ***Simplified acquisition thresholds.*** The City is responsible for determining an appropriate simplified acquisition threshold based on internal controls, an evaluation of risk, and its documented procurement procedures, which may be lower than, but must not exceed, the threshold established in the FAR.

(b) ***Formal procurement methods.*** Formal procurement methods are required when the value of the procurement transaction under a Federal award exceeds the simplified acquisition threshold of the City. Formal procurement methods are competitive and require public notice. The following formal methods of procurement are used for procurement transactions above the simplified acquisition threshold determined by the City in accordance with paragraph (a)(2)(ii) of this section:

(1) ***Sealed bids.*** This is a procurement method in which bids are publicly solicited through an invitation and a firm fixed-price contract (lump sum or unit price) is awarded to the responsible bidder whose bid conforms with all the material terms and conditions of the invitation and is the lowest in price. The sealed bids procurement method is preferred for procuring construction services.

(i) For sealed bidding to be feasible, the following conditions should be present:

(A) A complete, adequate, and realistic specification or purchase description is available;

(B) Two or more responsible bidders have been identified as willing and able to compete effectively for the business; and

(C) The procurement lends itself to a firm-fixed-price contract, and the selection of the successful bidder can be made principally based on price.

(ii) If sealed bids are used, the following requirements apply:

(A) Bids must be solicited from an adequate number of qualified sources, providing them with sufficient response time prior to the date set for opening the bids. Unless specified by the Federal agency, the City may exercise judgment in determining what number is adequate. For local governments, the invitation for bids must be publicly advertised.

(B) The invitation for bids must define the items or services with specific information, including any required specifications, for the bidder to properly respond;

(C) All bids will be opened at the time and place prescribed in the invitation for bids. For local governments, the bids must be opened publicly.

(D) A firm-fixed-price contract is awarded in writing to the lowest responsive bid and responsible bidder. When specified in the invitation for bids, factors such as discounts, transportation cost, and life-cycle costs must be considered in determining which bid is the lowest. Payment discounts must only be used to determine the low bid when the City determines they are a valid factor based on prior experience.

(E) The City must document and provide a justification for all bids it rejects.

(2) ***Proposals.*** This is a procurement method used when conditions are not appropriate for using sealed bids. This procurement method may result in either a fixed-price or cost-reimbursement contract. They are awarded in accordance with the following requirements:

(i) Requests for proposals require public notice, and all evaluation factors and their relative importance must be identified. Proposals must be solicited from multiple qualified entities. To the maximum extent practicable, any proposals submitted in response to the public notice must be considered.

(ii) The City must have written procedures for conducting technical evaluations and making selections.

(iii) Contracts must be awarded to the responsible offer or whose proposal is most advantageous to the City considering price and other factors; and

(iv) The City may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby the offeror's qualifications are evaluated, and the most qualified offeror is selected, subject to negotiation of fair and reasonable compensation. The method, where the price is not used as a selection factor, can only be used to procure architectural/engineering (A/E) professional services. The method may not be used to purchase other services provided by A/E firms that are a potential source to perform the proposed effort.

(c) ***Noncompetitive procurement.*** There are specific circumstances in which the City may use a noncompetitive procurement method. The noncompetitive procurement method may only be used if one of the following circumstances applies:

(1) The aggregate amount of the procurement transaction does not exceed the micro-purchase threshold (see paragraph (a)(1) of this section);

(2) The procurement transaction can only be fulfilled by a single source;

(3) The public exigency or emergency for the requirement will not permit a delay resulting from providing public notice of a competitive solicitation;

(4) The City requests in writing to use a noncompetitive procurement method, and the Federal agency or pass-through entity provides written approval; or

(5) After soliciting several sources, competition is determined inadequate.

§200.321 Contracting with small businesses, minority businesses, women's business enterprises, veteran-owned businesses, and labor surplus area firms.

(a) When possible, the City should ensure that small businesses, minority businesses, women's business enterprises, veteran-owned businesses, and labor surplus area firms (See U.S. Department of Labor's list) are considered as set forth below.

(b) Such consideration means:

(1) These business types are included on solicitation lists;

(2) These business types are solicited whenever they are deemed eligible as potential sources;

(3) Dividing procurement transactions into separate procurements to permit maximum participation by these business types;

(4) Establishing delivery schedules (for example, the percentage of an order to be delivered by a given date of each month) that encourage participation by these business types;

(5) Utilizing organizations such as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and

(6) Requiring a contractor under a Federal award to apply this section to subcontracts.

§200.322 Domestic preferences for procurements.

(a) The City should, to the greatest extent practicable and consistent with law, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of this section must be included in all subawards, contracts, and purchase orders under Federal awards.

(b) For purposes of this section:

(1) “Produced in the United States” means, for iron and steel products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States.

(2) “Manufactured products” means items and construction materials composed in whole or in part of non-ferrous metals such as aluminum; plastics and polymer-based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.

(c) Federal agencies providing Federal financial assistance for infrastructure projects must implement the Buy America preferences set forth in 2 CFR part 184.

§200.323 Procurement of recovered materials.

(a) A City that is a State agency or agency of a political subdivision of a State and its contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act of 1976 as amended, 42 U.S.C. 6962. The requirements of Section 6002 include procuring only items designated in the guidelines

of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds $10,000 or the value of the quantity acquired during the preceding fiscal year exceeded $10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

(b) The City should, to the greatest extent practicable and consistent with law, purchase, acquire, or use products and services that can be reused, refurbished, or recycled; contain recycled content, are biobased, or are energy and water efficient; and are sustainable. This may include purchasing compostable items and other products and services that reduce the use of single-use plastic products. See Executive Order 14057, section 101, Policy.

§200.324 Contract cost and price.

(a) The City must perform a cost or price analysis for every procurement transaction, including contract modifications, in excess of the simplified acquisition threshold. The method and degree of analysis conducted depend on the facts surrounding the particular procurement transaction. For example, the City should consider potential workforce impacts in their analysis if the procurement transaction will displace public sector employees. However, as a starting point, the City must make independent estimates before receiving bids or proposals.

(b) Costs or prices based on estimated costs for contracts under the Federal award are allowable only to the extent that the costs incurred or cost estimates included in negotiated prices would be allowable for the City under subpart E of this part. The City may reference its own cost principles as long as they comply with subpart E of this part.

(c) The City must not use the “cost plus a percentage of cost” and “percentage of construction costs” methods of contracting.

§200.325 Federal awarding agency or pass-through entity review.

(a) The Federal agency or pass-through entity may review the technical specifications of proposed procurements under the Federal award if the Federal agency or pass-through entity believes the review is needed to ensure that the item or service specified is the one being proposed for acquisition. The City must submit the technical specifications of proposed procurements when requested by the Federal agency or pass-through entity. This review should take place prior to the time the specifications are incorporated into a solicitation document. When the City desires to accomplish the review after a solicitation has been developed, the Federal agency or pass-through entity may still review the specifications. In those cases, the review should be limited to the technical aspects of the proposed purchase.

(b) When requested, the City must provide procurement documents (such as requests for proposals, invitations for bids, or independent cost estimates) to the Federal agency or pass-through entity for pre-procurement review. The Federal agency or pass-through entity may conduct a pre-procurement review when:

(1) The recipient's or subrecipient's procurement procedures or operation fails to comply with the procurement standards in this part;

(2) The procurement is expected to exceed the simplified acquisition threshold and is to be awarded without competition, or only one bid is expected to be received in response to a solicitation;

(3) The procurement is expected to exceed the simplified acquisition threshold and specifies a “brand name” product;

(4) The procurement is expected to exceed the simplified acquisition threshold, and a sealed bid procurement is to be awarded to an entity other than the apparent low bidder; or

(5) A proposed contract modification changes the scope of a contract or increases the contract amount by more than the simplified acquisition threshold.

(c) The City is exempt from the pre-procurement review in paragraph (b) of this section if the Federal agency or pass-through entity determines that its procurement systems comply with the standards of this part.

(1) The City may request that the Federal agency or pass-through entity review its procurement system to determine whether it meets these standards for its system to be certified. Generally, these reviews must occur where there is continuous high-dollar funding and third-party contracts are awarded regularly.

(2) The City may self-certify its procurement system. However, self-certification does not limit the Federal agency's or pass-through entity's right to review the system. Under a self-certification procedure, the Federal agency or pass-through entity may rely on written assurances from the City that it is complying with the standards of this part. The City must cite specific policies, procedures, regulations, or standards as complying with these requirements and have its system available for review.

§200.326 Bonding requirements.

The Federal agency or pass-through entity may accept the recipient's or subrecipient's bonding policy and requirements for construction or facility improvement contracts or subcontracts exceeding the simplified acquisition threshold. Before doing so, the Federal agency or pass-through entity must determine that the Federal interest is adequately protected. If such a determination has not been made, the minimum requirements must be as follows:

(a) A bid guarantee from each bidder equivalent to five percent of the bid price. The bid guarantee must consist of a firm commitment such as a bid bond, certified check, or other negotiable instrument accompanying a bid as assurance that the bidder will, upon acceptance of the bid, execute any required contractual documents within the specified timeframe.

(b) A performance bond on the contractor's part for 100 percent of the contract price. A performance bond is a bond executed in connection with a contract to secure the fulfillment of all the contractor's requirements under a contract.

(c) A payment bond on the contractor's part for 100 percent of the contract price. A payment bond is a bond executed in connection with a contract to assure payment as required by the law of all persons supplying labor and material in the execution of the work provided for under a contract.

§200.327 Contract provisions.

The recipient's or subrecipient's contracts must contain the applicable provisions described in Appendix II of this part.

Appendix II to Part 200 - Contract Provisions for Non-Federal Entity Contracts Under Federal Awards

In addition to other provisions required by the Federal agency or non-Federal entity, all contracts made by the non-Federal entity under the Federal award must contain provisions covering the following, as applicable.

(A) Contracts for more than the simplified acquisition threshold, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

(B) All contracts in excess of $10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be effected and the basis for settlement.

(C) Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."

(D) Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of $2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.

(E) Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of $100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

(F) Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of "funding agreement" under 37 CFR § 401.2 (a) and the City wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the City must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

(G) Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended—Contracts and subgrants of amounts in excess of $150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

(H) Debarment and Suspension (Executive Orders 12549 and 12689)—A contract award (see 2 CFR 180.220) must not be made to parties listed on the governmentwide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

(I) Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)—Contractors that apply or bid for an award exceeding $100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

(J) See § 200.323.

(K) See § 200.216.

(L) See § 200.322.

[78 FR 78608, Dec. 26, 2013, as amended at 79 FR 75888, Dec. 19, 2014; 85 FR 49577, Aug. 13, 2020]

***§ 200.323 Procurement of recovered materials.**

(a) A City that is a State agency or agency of a political subdivision of a State and its contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act of 1976 as amended, 42 U.S.C. 6962. The requirements of Section 6002 include procuring only items designated in the guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds $10,000 or the value of the quantity acquired during the preceding fiscal year exceeded $10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and

establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

(b) The City should, to the greatest extent practicable and consistent with law, purchase, acquire, or use products and services that can be reused, refurbished, or recycled; contain recycled content, are biobased, or are energy and water efficient; and are sustainable. This may include purchasing compostable items and other products and services that reduce the use of single-use plastic products. See Executive Order 14057, section 101, Policy.

****§ 200.216 Prohibition on certain telecommunications and video surveillance equipment or services.**

(a) Recipients and subrecipients are prohibited from obligating or expending loan or grant funds to:

(1) Procure or obtain covered telecommunications equipment or services;

(2) Extend or renew a contract to procure or obtain covered telecommunications equipment or services; or

(3) Enter into a contract (or extend or renew a contract) to procure or obtain covered telecommunications equipment or services.

(b) As described in section 889 of Public Law 115-232, "covered telecommunications equipment or services" means any of the following:

(1) Telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities);

(2) For the purpose of public safety, security of government facilities, physical security surveillance of critical infrastructure, and other national security purposes, video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities);

(3) Telecommunications or video surveillance services provided by such entities or using such equipment;

(4) Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of the National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the government of a covered foreign country;

(c) For the purposes of this section, "covered telecommunications equipment or services" also include systems that use covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system.

(d) In implementing the prohibition under section 889 of Public Law 115-232, heads of executive agencies administering loan, grant, or subsidy programs must prioritize available funding and technical support to assist affected businesses, institutions, and organizations as is reasonably necessary for those affected entities to transition from covered telecommunications equipment or services, to procure replacement equipment or services, and to ensure that communications service to users and customers is sustained.

(e) When the City accepts a loan or grant, it is certifying that it will comply with the prohibition on covered telecommunications equipment and services in this section. The City is not required to certify that funds will not be expended on covered telecommunications equipment or services beyond the certification provided upon accepting the loan or grant and those provided upon submitting payment requests and financial reports.

(f) For additional information, see section 889 of Public Law 115-232 and § 200.471.

*****§ 200.322 Domestic preferences for procurements.**

(a) The City should, to the greatest extent practicable and consistent with law, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of this section must be included in all subawards, contracts, and purchase orders under Federal awards.

(b) For purposes of this section:

(1) "Produced in the United States" means, for iron and steel products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States.

(2) "Manufactured products" means items and construction materials composed in whole or in part of non-ferrous metals such as aluminum; plastics and polymer-based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.

(c) Federal agencies providing Federal financial assistance for infrastructure projects must implement the Buy America preferences set forth in 2 CFR part 184.

IMPLEMENTATION PROCEDURES

Procurement Cycle Steps

Unnecessary or Duplicative Items —The City of La Marque City Clerk's Office overseen by the City Manager submits request and specifications. Purchaser reviews request and specifications for unnecessary or duplicative items in accordance with 2 CFR 200.318 (d).

Procurement Method Selected—Based on type and estimated cost of good/service as well as purchasing authority, purchaser determines the procurement method that will result in a best value acquisition for the City of La Marque.

1. All procurement transactions will be conducted in a manner providing full and open competition.
    a. No unreasonable requirements are placed on firms in order for them to qualify.
    b. No unnecessary experience or excessive bonding required.
    c. Noncompetitive pricing practices between firms or between affiliated companies is disallowed.
    d. Noncompetitive contracts are disallowed except for when there is an approved exception
    e. No organizational conflicts of interest
    f. If a "brand name" product is specified, an equal or like product is acceptable.
    g. A vendor that intends to respond to the Request for Proposals, Request for Qualifications and/or Invitation for Bid may not participate in the development or drafting of specifications, requirements, statements of work, or invitations for bids or requests for proposals, including, but not limited to, the development of the scoring criteria, the final selection of firms to be contacted, or the scoring of proposals.
2. All procurement transactions shall incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured.
3. All procurement transactions will include review potential for entering into state and local intergovernmental agreements or inter-entity agreements where appropriate for procurement or use of common or shared goods and services to foster greater economy and efficiency, and in accordance with efforts to promote cost-effective use of shared services across the Federal Government
4. All procurement transactions will include review potential for the use of Federal excess and surplus property in lieu of purchasing new equipment and property whenever such use is feasible and reduces project costs.
5. All procurement transactions will include review the use of value engineering clauses in contracts for construction projects of sufficient size to offer reasonable opportunities for cost reductions
6. All procurement transactions will include reviewing the manner for determining that no other contract other than time and materials type contract is suitable, and include a price ceiling that if exceeded, the contractor exceeds at their own risk.
7. All procurement transactions will consider the responsibility, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims.
8. All procurement transactions shall identify all requirements which the offerors must fulfill and all other factors to be used in evaluating bids or proposals
9. If the City of La Marque uses a prequalified list when acquiring goods or services, the City of La Marque will ensure the list is updated regularly, provides enough qualified sources to ensure maximum open and free competition.
10. All procurement transactions must conform to applicable local, state, and federal laws and regulations.

Contract Cost and Price - A cost or price analysis must be conducted in connection with every procurement action more than the federal Simplified Acquisition Threshold including contract modifications (2 CFR 200.323).

Solicitation - City of La Marque City Clerk's Office and Selection Team create the appropriate solicitation document, with terms and conditions and evaluation criteria clearly defined, and notifies vendor sources for an informal or formal bid process.

Those closely involved in the establishment of the written selection criteria and selection shall have no potential conflicts of interest with any of the individuals, firms, or agencies under review (e.g., family relationships, close friendships, business dealings). Any person who might potentially receive benefits from grant-assisted activities may not participate in the decision-making process. Nepotism and conflict of interest regulations can be found in the Texas Government Code Chapter 573, Texas Local Government Code Chapter 171, and 2 CFR 200.318(c)(1).

Small and minority businesses, women's business enterprises, and labor surplus area firms are encouraged to participate. If the awarded vendor is a prime contractor and may use subcontractors, the following affirmative steps are required of the prime contractor:

The simplified acquisition threshold for federal procurement actions is currently set by the Federal Acquisition Regulation at 48 CFR Subpart 2.1 (Definitions) and in accordance with 41 U.S.C. 1908 as $250,000, but this threshold is periodically adjusted for inflation. 2 C.F.R. §200.88

The method and degree of analysis is dependent on the facts surrounding the particular procurement situation, but as a starting point, an independent estimate must be made before receiving bids or proposals. 2 C.F.R. § 200.323(a).

Cost analysis is the evaluation of the separate elements (e.g., labor, materials, etc.) that make up a contractor's total cost proposal or price (for both new contracts and modifications) to determine if they are allowable, directly related to the requirement and ultimately, reasonable.

Price analysis is essentially price comparison. It is the evaluation of a proposed price (i.e., lump sum) without analyzing any of the separate cost elements of which it is composed.

a. Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
b. Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
c. Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;
d. Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;
e. Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce.

Section 3 Compliance – Section 3 of the Housing and Urban Development Act of 1968, as amended, requires subrecipient to ensure that training, employment, and other economic opportunities generated by certain HUD financial assistance shall be directed, to the greatest extent feasible, and consistent with existing federal, state and local laws and regulations, to low- and very low-income persons. Accordingly, the City of La Marque requires awarded vendors, including both the prime contractor and subcontractors, to comply with Section 3 requirements and accurately report labor hours in accordance with HUD's benchmarks. This includes:

a. Total labor hours worked during reporting period.
b. Total labor hours worked by Section 3 workers during reporting period.

c. Total labor hours worked by Targeted Section 3 workers during reporting period.

The City of La Marque may include Section 3 language in all solicitations and contracts to ensure vendors are aware of and able to meet these requirements.

Receipt of Bids and Responses to Solicitation—Vendors submit their response to the solicitation.

Evaluation and Awards— City of La Marque Selection Team reviews the responses from vendors, determines compliance with the solicitation and makes an award recommendation based on the pre-defined best value criteria.

Negotiation of Profit - Federal Guidelines require negotiations of profit as a separate element of the price for each contract and modification in which there is no price competition and in all cases where cost analysis must be performed. 2 C.F.R. § 200.324(b)

Contracting - - City of La Marque Legal Department overseen by the City Manager's Office ensures all vendor contracts conform to Federal and State requirements including incorporating Appendix II to Part 200 - Contract Provisions for Non-Federal Entity Contracts Under Federal Awards. Contracts will also identify the responsibility, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims.

Contract Oversight - City of La Marque overseen by the City Manager's Office ensures that contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders based on the scope of work defined in the Solicitation when reviewing deliverables from the contractors.

Record Documentation - City of La Marque City Clerk's Office overseen by the City Manager's Office will maintain records documenting the history of procurement. These records will include but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price.

METHODS OF PROCUREMENT

The City of La Marque will use one of the following three types of procurement methods: (1) informal procurement methods (for micro-purchases and simplified acquisitions); (2) formal procurement methods (through sealed bids or proposals); and (3) noncompetitive procurement methods. For any of these methods, the City of La Marque will maintain and use documented procurement procedures, consistent with the standards of this section and §§ 200.317, 200.318, and 200.319.

(1) Informal Procurement Methods for Small Purchases –

These procurement methods expedite the completion of transactions, minimize administrative burdens, and reduce costs. Informal procurement methods may be used when the value of the procurement transaction under the

Federal award does not exceed the simplified acquisition threshold as defined in § 200.1. City of La Marque may also establish a lower threshold. Informal procurement methods include:

a. Micro-Purchases and Simplified Acquisition: these procedures are those relatively simple and informal procurement methods for securing services, supplies, or other property that cost less than the lesser of the Federal Simplified Acquisition Threshold or the $50,000 threshold defined in state law (Local Government Code §262.003 for counties and §252.021 for municipalities. If small purchase procedures are used, price or rate quotations must be obtained from an adequate number of qualified sources.

For service contracts that are under the small purchase threshold and do not fall under professional services as defined in Section 2254.002(2) of Local Government Code, the City of La Marque may receive quotes and award the contract to any reasonable and responsible bidder. The local governing body has the final authority to award contracts.

(2) Formal Procurement Methods: Formal procurement methods are required when the value of the procurement transaction under a federal award exceeds the simplified acquisition threshold of the City. Formal procurement methods are competitive and require public notice.

2. **Sealed Bids -**
   Construction and Materials Contracts
   In order for sealed bidding to be feasible, the following conditions should be present:

   a. A complete, adequate, and realistic specification or purchase description is available;
   b. Two or more responsible bidders are willing and able to compete effectively for the business; and
   c. The procurement lends itself to a firm fixed price contract and the selection of the successful bidder can be made principally on the basis of price.

   If sealed bids are used, the following requirements apply:

   a. Bids must be solicited from an adequate number of known suppliers, providing them sufficient response time prior to the date set for opening the bids, for local, and tribal governments, the invitation for bids must be publicly advertised;
   b. The invitation for bids, which will include any specifications and pertinent attachments, must define the items or services in order for the bidder to properly respond;
   c. All bids will be opened at the time and place prescribed in the invitation for bids, and for local and tribal governments, the bids must be opened publicly;
   d. A firm fixed price contract award will be made in writing to the lowest responsive and responsible bidder. Where specified in bidding documents, factors such as discounts, transportation cost, and life cycle costs must be considered in determining which bid is lowest. Payment discounts will only be used to determine the low bid when prior experience indicates that such discounts are usually taken advantage of; and
   e. Any or all bids may be rejected if there is a sound documented reason.

3. **Proposals –**
   Professional Services Contracts
   This method is generally used when conditions are not appropriate for the use of sealed bids. If this method is used, the following requirements apply:
   a. Requests for proposals must be publicized and identify all evaluation factors and their relative importance. Any response to publicized requests for proposals must be considered to the maximum extent practical;
   b. Proposals must be solicited from an adequate number of qualified sources;
   c. The City of La Marque must have a written method for conducting technical evaluations of the proposals received and for selecting recipients;

d. Contracts must be awarded to the responsible firm whose proposal is most advantageous to the program, with price and other factors considered; and
e. The City of La Marque may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby competitors' qualifications are evaluated and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. The method, where price is not used as a selection factor, can only be used in procurement of A/E professional services. It cannot be used to purchase other types of services though A/E firms are a potential source to perform the proposed effort.

(3) Noncompetitive Proposals

This method may be used only when one or more of the following circumstances apply:

1. The aggregate amount of the procurement transaction does not exceed the micro-purchase threshold (see paragraph (a)(1) of this section);

2. The procurement transaction can only be fulfilled by a single source;

3. The public exigency or emergency for the requirement will not permit a delay resulting from providing public notice of a competitive solicitation;

4. The City requests in writing to use a noncompetitive procurement method, and the Federal agency or pass-through entity provides written approval; or

5. After soliciting several sources, competition is determined inadequate.

These Policies and Procedures are implemented through of the City of La Marque's administrative team of:

The City Manager_____

City Clerk _____

Finance Director_____

Passed and approved on _____, Year
(enter date)

_____
Keith Bell
Mayor

MUNICIPAL COURT

December 2025

Total Cases Pending	
Traffic Misdemeanors	6353
Non-Traffic Misdemeanors	6172
New Cases Filed	
Traffic Misdemeanors	323
Non-Traffic Misdemeanors	164
Disposed Cases	
Traffic Misdemeanors	264
Non-Traffic Misdemeanors	80
Warrants Issued	
Arrest Warrants	268
Capias Pro Fine Warrants	169

Notes :

OFFICE OF COURT ADMINISTRATION
TEXAS JUDICIAL COUNCIL

OFFICIAL MUNICIPAL COURT MONTHLY REPORT

Month December **Year** 2025

Municipal Court for the City of La Marque

Presiding Judge Kerry Pettijohn

If new, date assumed office _____

Court Mailing Address 1111 Bayou Road

City La Marque **, Tx** **Zip** 77568

Phone Number (409) 938-9245

Fax Number

Court's Public Email court@cityoflamarque.org

Court's Website www.ci.la-marque.tx.us

THE ATTACHED IS A TRUE AND ACCURATE REFLECTION OF THE RECORDS OF THIS COURT.

Prepared by Stacy Froeschner

Date 2026-01-02 Phone Number _____

PLEASE RETURN THIS FORM NO LATER THAN 20 DAYS FOLLOWING THE END OF THE MONTH REPORTED TO:

OFFICE OF COURT ADMINISTRATION
P O BOX 12066
AUSTIN, TX
78711-2066

PHONE: (737) 295-2330
FAX: (512) 463-1648

CRIMINAL SECTION

Court	Traffic Misdemeanors			Non-Traffic Misdemeanors		
Month December Year 2025	Non-Parking	Parking	City Ordinance	Penal Code	Other State Law	City Ordinance
1. Total Cases Pending First of Month:	6,292	0	2	3,551	2,078	459
a. Active Cases	1,257	0	1	215	226	42
b. Inactive Cases	5,035	0	1	3,336	1,852	417
2. New Cases Filed During Month	323	0	0	79	78	7
3. Cases Reactivated	51	0	0	38	25	15
4. All Other Cases Added	0	0	0	0	0	0
5. Total Cases on Docket (Sum of Lines 1a,2,3&4)	1,631	0	1	332	329	64
6. Dispositions Prior to Court Appearance of Trial:						
a. Uncontested Dispositions *(Disposed without appearance before a judge (CCP Art. 27.14))*	109	0	0	20	18	2
b. Dismissed by Prosecution	23	0	0	1	8	0
7. Final Disposition in Open Court or at Trial:						
a. Convictions						
1) Guilty Plea or Nolo Contendere	5	0	0	0	0	0
2) By the Court	0	0	0	0	0	0
3) By the Jury	0	0	0	0	0	0
b. Acquittals:						
1) By the Court	0	0	0	0	0	0
2) By the Jury	0	0	0	0	0	0
c. Dismissed by Prosecution	2	0	0	1	1	2
8. Compliance Dismissals:						
a. After Driver Safety Course (CCP, Art. 45.0511)	19					
b. After Deferred Disposition (CCP, Art. 45.051)	84	0	0	9	7	3
c.City After Teen Court (CCP, Art. 45.052)	0	0	0	0	0	0
d. After Tobacco Awareness Course (HSC, Sec. 161.253)					0	
e. After Treatment for Chemical Dependency (CCP, Art. 45.053)				0	0	
f. After Proof of Financial Responsibility (TC, Sec. 601.193)	7					
g. All Other Transportation Code Dismissals	14	0	0	0	0	0
9. All Other Dispositions	1	0	0	4	4	0
10. Total cases Disposed (Sum of lines 6,7,8&9)	264	0	0	35	38	7
11. Cases Placed on Inactive Status	158	0	0	76	69	1
12. Total Cases Pending End of Month:	6,351	0	2	3,595	2,118	459
a. Active Cases (Equals Lines 5 minus the sum of Lines 10&11)	1,209	0	1	221	222	56
b. Inactive Cases (Equals Line 1b minus Lines 3 plus Line 11)	5,142	0	1	3,374	1,896	403
13. Show Cause and Other Required Hearings Held	277	0	0	91	62	5
14. Cases Appealed:						
a. After Trial	0	0	0	0	0	0
b. Without Trial	0	0	0	0	0	0

CIVIL / ADMINISTRATIVE SECTION

Court	
Month December Year 2025	
1. Total Cases pending First of Month:	0
a. Active Cases	0
b. Inactive Cases	0
2. New Cases Filed	0
3. Cases Reactivated	0
4. All Other Cases Added	0
5. Total Cases on Docket (Sum of Lines 1a,2,3,&4)	0
DISPOSITIONS	
6. Uncontested Civil Fines or Penalties	0
7. Default Judgments	0
8. Agreed Judgments	0
9. Trial Hearing by Judge/Hearing Officer	0
10. Trial by Jury	0
11. Dismissed for Want of Prosecution	0
12. All Other Dispositions	0
13. Total Cases Disposed (Sum of Lines 6 thru 12)	0
14. Cases Placed on Inactive Status	0
15. Total Cases Pending End of Month:	0
a. Active Cases (Equals Line 5 minus the sum of Lines 13&14)	0
b. Inactive Cases (Equals Line 1b minus Line 3 plus Line 14)	0
16. Cases Appealed:	
a. After Trial	0
b. Without Trial	0

JUVENILE / MINOR ACTIVITY

Court	
Month December Year 2025	
1. Transportation Code Cases Filed	1
2. Non-Driving Alcoholic Beverage Code Cases Filed	2
3. Driving Under the Influence of Alcohol Cases Filed	0
4. Drug Paraphernalia Cases Filed (HSC, Ch. 481)	1
5. Tobacco and E-Cigarettes Cases Filed (HSC, Sec. 161.252)	1
6. Truancy Cases Filed (Fam. Code, Sec. 65.003(a))	0
7. Education Code Cases Filed	0
8. Violation of Local Daytime Curfew Ordinance Cases Filed (Local Govt. Code, Sec. 341.905)	0
9. All Other Non-Traffic Fine-Only Cases Filed	1
10. Transfer to Juvenile Court: a. Mandatory Transfer (Fam.Code, Sec. 51.08(b)(1)	0
b. Discretionary Transfer (Fam.Code, Sec. 51.08(b)(1)	0
11. Accused of Contempt and Referred to Juvenile Court (Delinquent Conduct) (CCP, Art. 45.05(c)(l))	0
12. Held in Contempt by Criminal Court(Fined and/or Denied Driving Privileges) (CCP, Art. 45.050(c)(2))	0
13. Juvenile Statement Magistrate Warning: a. Warnings Administered	0
b. Statements Certified (Fam.Code, Sec. 51.095)	0
14. Detention Hearings Held (Fam. Code, Sec. 54.01)	0
15. Orders for Non-Secure Custody Issued	0
16. Parent Contributing to Nonattendance Cases Filed (Ed. Code, Sec. 25.093)	0

ADDITIONAL ACTIVITY

Court Month December Year 2025	NUMBER GIVEN	NUMBER REQUESTS FOR COUNSEL
1. Magistrate Warnings: a. Class C Misdemeanors	0	
b. Class A and B Misdemeanors	0	0
c. Felonies	0	0
		TOTAL
2. Arrest warrants Issued: a. Class C Misdemeanors		268
b. Class A and B Misdemeanors		0
c. Felonies		0
3. Capiases Pro Fine Issued		169
4. Search Warrants Issued		0
5. Warrants for Fire, Health and Code Inspections Filed (CCP, Art. 1805)		0
6. Examining Trials Conducted		0
7. Emergency Mental Health Hearings Held		0
8. Magistrate's Orders for Emergency Protection Issued		0
9. Magistrate's Orders for Ignition Iterlock Device Issued (CCP.Art. 17.441)		0
10. All Other Magistrate's Orders Issued Requiring Conditions for release on Bond		0
11. Driver's License Denial, Revocation or Suspension Hearings Held (IC, Sec.521.300)		0
12. Disposition of Stolen Property Hearings Held (CCP, Ch. 47)		0
13. Peace Bond Hearings Held		0
14. Cases in which Fine and Court Costs Satisfied by Community Service: a. Partial Satisfaction		0
b. Full Satisfaction		0
15. Cases in Which Fine and Court Costs Satisfied by Jail Credit		0
16. Cases in Which Fine and Court Costs Waived for Indigency		7
17. Amount of Fines and Court Costs Waived for Indigency		$3,164.80
18. Total Fines, Court Costs and Other Amounts Collected: a. Retained by City		$50,678.67
b. Remitted to State		$16,301.25
c. Total		$66,979.92

C/L: *all Service: Rate: *all Meter Size: *all

			Resident Count	Total Billed Consumption	Total Amount Billed	Average Billed Consumption	Average Amount Billed
12/2025	Water	Residential Water - Inside	6,389	28,485,000	215,604.92	4,446	33.65
	Water	Senior Water - Inside	641	1,996,000	16,657.75	3,114	25.99
	Water	Commercial Water - Inside	433	6,867,000	101,150.63	15,750	232.00
	Water	Dup/Triplex Water - Inside	22	123,000	1,174.40	5,591	53.38
	Water	Mobile Home Water - Inside	11	618,000	5,596.77	56,182	508.80
	Water	Apartment Water - Inside	29	1,041,000	9,552.02	35,897	329.38
	Sprinkler	Sprinkler - Residential	4	4,000	66.77	1,000	16.69
	Sprinkler	Sprinkler - Commercial	4	149,000	2,235.91	37,250	558.98
12/2025	Totals		7,533	39,283,000	352,039.17	5,200	46.60
2025			7,533	39,283,000	352,039.17	5,200	46.60
Grand Totals			7,533	39,283,000	352,039.17	5,200	46.60

*** End of Report ***

Finance Update 1-26-2026

The council approved the proposed water and sewer rates which will allow the city to begin working on ensuring the utility fund is self-sufficient. These rates have a small increase for low to mid usage customers (under 5000 gallons a month), a moderate increase for customers with higher usage (6000 to 10000 gallons) and a progressive increase for very high usage customers. Another great part of the approved rates is a significant increase to the senior discount. These rates will go into effect on the next cycle 1 billing which will be on February 26th. Please see chart below with a total cost comparison for water and sewer sections of the utility bill.

Total Bill (Water and Sewer)						
Residential - Non Senior						
Tier	Current	FY26	FY27	FY28	FY29	FY30
1,000 gal	$ 35.37	$ 39.50	$ 40.00	$ 40.00	$ 41.00	$ 41.00
2000	$ 43.13	$ 48.50	$ 50.00	$ 50.50	$ 53.00	$ 53.50
3000	$ 51.72	$ 57.50	$ 60.00	$ 61.00	$ 65.00	$ 66.00
4000	$ 60.31	$ 71.00	$ 74.50	$ 76.50	$ 81.00	$ 83.50
5000	$ 68.90	$ 84.50	$ 89.00	$ 92.00	$ 97.00	$101.00
6000	$ 78.57	$ 98.00	$103.50	$107.50	$113.00	$118.50
7000	$ 88.24	$116.00	$123.00	$128.00	$136.00	$143.50
8000	$ 97.91	$134.00	$142.50	$148.50	$159.00	$168.50
9000	$107.58	$152.00	$162.00	$169.00	$182.00	$193.50
10000	$117.25	$177.00	$190.00	$199.00	$215.00	$228.50
11000	$127.82	$202.00	$218.00	$229.00	$248.00	$263.50
12000	$138.39	$227.00	$246.00	$259.00	$281.00	$298.50
13000	$148.96	$262.00	$284.00	$299.00	$324.00	$343.50
14000	$159.53	$297.00	$322.00	$339.00	$367.00	$388.50
Residential - Senior						
Tier	Current	FY26	FY27	FY28	FY29	FY30
1,000 gal	$ 34.37	$ 37.50	$ 38.00	$ 38.00	$ 39.00	$ 39.00
2000	$ 42.13	$ 44.50	$ 46.00	$ 46.50	$ 49.00	$ 49.50
3000	$ 50.72	$ 51.50	$ 54.00	$ 55.00	$ 59.00	$ 60.00
4000	$ 59.31	$ 63.00	$ 66.50	$ 68.50	$ 73.00	$ 75.50
5000	$ 67.90	$ 74.50	$ 79.00	$ 82.00	$ 87.00	$ 91.00
6000	$ 77.57	$ 86.00	$ 91.50	$ 95.50	$101.00	$106.50
7000	$ 87.24	$102.00	$109.00	$114.00	$122.00	$129.50
8000	$ 96.91	$118.00	$126.50	$132.50	$143.00	$152.50
9000	$106.58	$134.00	$144.00	$151.00	$164.00	$175.50
10000	$116.25	$157.00	$170.00	$179.00	$195.00	$208.50
11000	$126.82	$180.00	$196.00	$207.00	$226.00	$241.50
12000	$137.39	$203.00	$222.00	$235.00	$257.00	$274.50
13000	$147.96	$236.00	$258.00	$273.00	$298.00	$317.50
14000	$158.53	$269.00	$294.00	$311.00	$339.00	$360.50

Combined Senior Discount	
Tier	Total Discount
up to 1,000 gallons	$ 2.00
2000	$ 4.00
3000	$ 6.00
4000	$ 8.00
5000	$ 10.00
6000	$ 12.00
7000	$ 14.00
8000	$ 16.00
9000	$ 18.00
10000	$ 20.00
11000	$ 22.00
12000	$ 24.00
13000	$ 26.00
14000	$ 28.00

The city is working to ensure the fleet of vehicles the city has is the most effective and efficient in terms of the number and types. There will be presentation at a future council meeting about the determination for how to proceed and what the benefits to the city will be. Areas of focus are lowering fuel costs, commuting in groups where possible, reducing the maintenance costs associated with vehicles, and only keeping the necessary number of vehicles that can be effectively used.

The city went live with NeoGov for the payroll, benefits, performance, hiring, and timekeeping functions. The first payroll was processed for the 23rd. This system is going to allow the city to have a modern and supported system for these functions which is vital for compliance. In addition, by having all these functions in a single system it allows the city to more accurately perform all the processes related to these tasks.

The budget process is underway, and the city will be utilizing a zero-based budget approach as the city wants to ensure that every line item and amount in the budget are justified and not just carried forward from previous years. More information on the budget process is coming soon and we believe this will be a good way to help the citizens and council understand the budget on a more detailed basis. As has been discussed previously just because the city is not going to default or go away does not mean that there is funding for everything that the city currently provides.

The finance department and the team with Cherry Bekaert are working very diligently on the all the areas in finance to determine what information was not properly accounted for and what adjustments need to be made to correct the mistakes. This is not deleting or altering anything done previously but will add new adjustments to get items corrected with will be able to be shown, tracked, and explained to everyone.

The Finance committee has been working on getting caught up on all the financial situations that are going on in the city. We are moving forward with recommendations to council on actions that the committee feels word be in the best interest of the city.

For any additional questions or concerns please contact the Finance Director.

Thanks,

Worth Ferguson

Finance Director

City of La Marque

w.ferguson@cityoflamarque.org

409-916-1392