



**1111 Bayou Road
La Marque, Texas
409-938-9202**

*Chairperson Bim Crowder
Kurt Koopmann- Board member*

*Ellen Hanley- Board member
Rosalind Meeks Crockett- Board member*

**CITY OF LA MARQUE
CEMETERY BOARD
REGULAR MEETING
AGENDA
October 3, 2019**

Notice is hereby given that the City of La Marque Cemetery Board will conduct a Regular Meeting on Thursday, October 3, 2019 at 6:00 p.m. in the Council Chambers located at 1109-B Bayou Road, for considering the following agenda:

- (1) CALL MEETING TO ORDER**
- (2) ROLL CALL**
- (3) APPROVAL OF MINUTES**
 - a. Regular Meeting of May 2, 2019
- (4) MONTHLY FINANCIAL REPORT**
Ending May 2019 Ending July 2019
Ending June 2019 Ending August 2019
- (5) APPROVAL/DISAPPROVAL OF ABSENCES**
- (6) CITIZENS PARTICIPATION**
Comments from the Public (At this time, any person with Board-related business who has signed up may speak to the Cemetery Board (limited to three (3) minutes). In compliance with Texas Open Meeting Act the Cemetery Board may not deliberate on comments. Personal attacks will not be allowed, and personnel matters should be addressed to the City Manager during normal business hours.
- (7) OLD BUSINESS**
 - a. Discussion/possible action - Landscaping at La Marque Cemetery
- (8) NEW BUSINESS**
 - a. Discussion/possible action - Wreaths Across America - December 14, 2019
 - b. Discussion/possible action - To schedule next Cemetery Board meeting
- (9) CHAIRMAN'S REPORT**

(10) ADJOURNMENT

(11) REQUESTS AND ANOUNCEMENTS

Requests by Cemetery Board members for items to be placed on future Cemetery Board agendas and announcements on city events/community interests TEX. GOV'T CODE §551.415. (b), "items of community interest" includes:

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

(12) ADJOURNMENT

CERTIFICATION:

I hereby certify that the above notice was posted on the outside bulletin board outside Council Chambers located at 1109-B Bayou Road, La Marque, Texas, on or before **September 27, 2019 before 5:30 p.m.**

Robin Eldridge, TRMC
City Clerk

• • • • • This facility is wheelchair accessible and accessible parking spaces are available. Request for accommodations or
• • • • • interpretive services must be made 48 hours prior to this meeting. Please contact the City Clerk's office at (409)
• • • • • 938-9259, or Fax (409) 935-0401, or e-mail cityclerk@cityoflamarque.org for further information.
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La Marque, Texas
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Chairperson Bim Crowder
Kurt Koopmann- Board member

Ellen Hanley- Board member
Rosalind Meeks Crockett- Board member

**CITY OF LA MARQUE
CEMETERY BOARD
REGULAR MEETING
MINUTES
May 2, 2019**

Regular Meeting Minutes of the City of La Marque Cemetery Board held on Thursday, May 2, 2019, beginning at 6:00 p.m. at 1109-B Bayou Road with the following members present:

(1) CALL MEETING TO ORDER:

Chairperson Bim Crowder called meeting to order at 6:00 p.m.

(2) ROLL CALL:

PRESENT: **ABSENT:** None

Chairperson Crowder
Board Member Hanley
Board Member Crockett
Board Member Koopmann

STAFF:

Amanda Hobby- Project Coordinator
Venisha Henderson- Public Works Administrative Assistant

(3) APPROVAL/DISAPPROVAL OF ABSENCES

(4) APPROVAL OF MINUTES

- a. Board Member Hanley made a motion to approve the Cemetery Board Meeting minutes of April 4, 2019. Board Member Crockett seconded. **MOTION PASSED UNANIMOUSLY.**

(5) MONTHLY FINANCIAL REPORT

Board Member Hanley made a motion to approve the March and April 2019 financial report. Board Member Crockett seconded. **MOTION PASSED UNANIMOUSLY.**

(6) CITIZEN'S PARTICIPATION

There was none

(7) OLD BUSINESS

- a. Discussion/possible action - Landscaping at La Marque Cemetery
Ms. Hobby stated the landscaping around the flag pole will be completed by flag Day, June 15, 2019. Board Members will set out flags May 25, 2019 at 9:30 AM and Public Works will remove the flags after Flag Day.

(8) NEW BUSINESS

- a. Discussion/possible action- Cemetery Budget for FY 2019-2020
Same budget as the previous year.
- b. Discussion/possible action - To schedule next Cemetery Board Meeting.
Board Members discussed on sending out emails each month to see if there is any new business to determine if the Board needs to meet for that month. If there is no new business, the City Clerk will be notified and send out a cancellation.

(9) CHAIRMAN'S REPORT

There was no report

(10) REQUESTS AND ANNOUNCEMENTS

There were none

(11) ADJOURNMENT

The meeting was adjourned by Chairperson Bim Crowder at 6:21 p.m.

Bim Crowder, Cemetery Board Chairman



City of La Marque

Balance Sheet

CEMETERY FUND

May 31, 2019

Assets

Current assets:	Fiscal Year 2018	Fiscal Year 2019
Cash	6,248.16	36,814.46
Investments	2,088.02	2,131.96
Inventories	-	-
Accounts receivable	-	-
Pre-paid expenses	-	-
Other	-	-
Total current assets	8,336.18	38,946.42

Total assets	8,336.18	38,946.42
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Liabilities and Fund Balance

Current liabilities:	Fiscal Year 2018	Fiscal Year 2019
Accounts payable	-	-
Other	-	-
Total current liabilities	-	-

Fund Balance:	Fiscal Year 2018	Fiscal Year 2019
Available Fund Balance	12,989.90	28,649.29
Current Year Revenue/Expenses	(4,653.72)	10,297.13
Total Fund Balance	8,336.18	38,946.42

Total liabilities and Fund Balance	8,336.18	38,946.42
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**CITY OF LA MARQUE
CEMETERY FUND**

Fiscal Year 2018-19

**Budget vs Actual
Revenues and Expenditures
May 2019**

Accounts	Descriptions	Budget 2018-19	Current Month	Current Year to Date Actuals	Budget Balance
Revenues					
89-3605-00-00	Interest on Investments	0.00	4.97	30.83	(30.83)
89-3630-00-00	Administrative fees	0.00	0.00	0.00	0.00
89-3807-00-00	Donations	0.00	0.00	0.00	0.00
89-9001-00-00	Transfer in from General Fund	16,600.00	16,600.00	16,600.00	0.00
	Total Revenues	16,600.00	16,604.97	16,630.83	(30.83)
Expenditures					
89-4048-00-00	Wreath Across America	0.00	0.00	0.00	0.00
89-4049-00-00	Cemetery Board Expenditure	16,600.00	700.00	6,333.70	10,266.30
	Total Expenditures	16,600.00	700.00	6,333.70	10,266.30
Revenues over (under) Expenditures		0.00	15,904.97	10,297.13	(10,297.13)



City of La Marque

Balance Sheet

CEMETERY FUND

June 30, 2019

Assets

Current assets:	Fiscal Year 2018	Fiscal Year 2019
Cash	5,548.16	35,927.89
Investments	2,090.84	2,136.68
Inventories	-	-
Accounts receivable	-	-
Pre-paid expenses	-	-
Other	-	-
Total current assets	7,639.00	38,064.57

Total assets	7,639.00	38,064.57
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Liabilities and Fund Balance

Current liabilities:	Fiscal Year 2018	Fiscal Year 2019
Accounts payable	-	-
Other	-	-
Total current liabilities	-	-

Fund Balance:	Fiscal Year 2018	Fiscal Year 2019
Available Fund Balance	12,989.90	28,649.29
Current Year Revenue/Expenses	(5,350.90)	9,415.28
Total Fund Balance	7,639.00	38,064.57

Total liabilities and Fund Balance	7,639.00	38,064.57
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**CITY OF LA MARQUE
CEMETERY FUND**

Fiscal Year 2018-19

**Budget vs Actual
Revenues and Expenditures
June 2019**

Accounts	Descriptions	Budget 2018-19	Current Month	Current Year to Date Actuals	Budget Balance
Revenues					
89-3605-00-00	Interest on Investments	0.00	4.72	35.55	(35.55)
89-3630-00-00	Administrative fees	0.00	0.00	0.00	0.00
89-3807-00-00	Donations	0.00	0.00	0.00	0.00
89-9001-00-00	Transfer in from General Fund	16,600.00	0.00	16,600.00	0.00
	Total Revenues	16,600.00	4.72	16,635.55	(35.55)
Expenditures					
89-4048-00-00	Wreath Across America	0.00	0.00	0.00	0.00
89-4049-00-00	Cemetery Board Expenditure	16,600.00	886.57	7,220.27	9,379.73
	Total Expenditures	16,600.00	886.57	7,220.27	9,379.73
Revenues over (under) Expenditures		0.00	(881.85)	9,415.28	(9,415.28)



City of La Marque

Balance Sheet

CEMETERY FUND

July 31, 2019

Assets

Current assets:	Fiscal Year 2018	Fiscal Year 2019
Cash	4,848.16	33,127.89
Investments	2,093.86	2,141.63
Inventories	-	-
Accounts receivable	-	-
Pre-paid expenses	-	-
Other	-	-
Total current assets	6,942.02	35,269.52

Total assets	6,942.02	35,269.52
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Liabilities and Fund Balance

Current liabilities:	Fiscal Year 2018	Fiscal Year 2019
Accounts payable	-	-
Other	-	-
Total current liabilities	-	-

Fund Balance:	Fiscal Year 2018	Fiscal Year 2019
Available Fund Balance	12,989.90	28,649.29
Current Year Revenue/Expenses	(6,047.88)	6,620.23
Total Fund Balance	6,942.02	35,269.52

Total liabilities and Fund Balance	6,942.02	35,269.52
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CITY OF LA MARQUE
CEMETERY FUND
 Budget vs Actual
 Revenues and Expenditures
 July 2019

Fiscal Year 2018-19

Accounts	Descriptions	Budget 2018-19	Current Month	Current Year to Date Actuals	Budget Balance
Revenues					
89-3605-00-00	Interest on Investments	0.00	4.95	40.50	(40.50)
89-3630-00-00	Administrative fees	0.00	0.00	0.00	0.00
89-3807-00-00	Donations	0.00	0.00	0.00	0.00
89-9001-00-00	Transfer in from General Fund	16,600.00	0.00	16,600.00	0.00
	Total Revenues	16,600.00	4.95	16,640.50	(40.50)
Expenditures					
89-4048-00-00	Wreath Across America	0.00	0.00	0.00	0.00
89-4049-00-00	Cemetery Board Expenditure	16,600.00	2,800.00	10,020.27	6,579.73
	Total Expenditures	16,600.00	2,800.00	10,020.27	6,579.73
Revenues over (under) Expenditures		0.00	(2,795.05)	6,620.23	(6,620.23)



City of La Marque

CEMETERY FUND

Balance Sheet

August 31, 2019

Assets

Current assets:	Fiscal Year 2018	Fiscal Year 2019
Cash	4,148.16	32,777.89
Investments	2,097.85	2,146.55
Inventories	-	-
Accounts receivable	-	-
Pre-paid expenses	-	-
Other	-	-
Total current assets	6,246.01	34,924.44

Total assets	6,246.01	34,924.44
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Liabilities and Fund Balance

Current liabilities:	Fiscal Year 2018	Fiscal Year 2019
Accounts payable	-	-
Other	-	-
Total current liabilities	-	-

Fund Balance:	Fiscal Year 2018	Fiscal Year 2019
Available Fund Balance	12,989.90	28,649.29
Current Year Revenue/Expenses	(6,743.89)	6,275.15
Total Fund Balance	6,246.01	34,924.44

Total liabilities and Fund Balance	6,246.01	34,924.44
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CITY OF LA MARQUE CEMETERY FUND

Fiscal Year 2018-19

Budget vs Actual
Revenues and Expenditures
August 2019

Accounts	Descriptions	Budget 2018-19	Current Month	Current Year to Date Actuals	Budget Balance
Revenues					
89-3605-00-00	Interest on Investments	0.00	4.92	45.42	(45.42)
89-3630-00-00	Administrative fees	0.00	0.00	0.00	0.00
89-3807-00-00	Donations	0.00	0.00	0.00	0.00
89-9001-00-00	Transfer in from General Fund	16,600.00	0.00	16,600.00	0.00
	Total Revenues	16,600.00	4.92	16,645.42	(45.42)
Expenditures					
89-4048-00-00	Wreath Across America	0.00	0.00	0.00	0.00
89-4049-00-00	Cemetery Board Expenditure	16,600.00	350.00	10,370.27	6,229.73
	Total Expenditures	16,600.00	350.00	10,370.27	6,229.73
Revenues over (under) Expenditures		0.00	(345.08)	6,275.15	(6,275.15)