

**CITY OF LA MARQUE
CEMETERY BOARD MEETING
BY TELEPHONE CONFERENCE**

In accordance with order of the Office of the Governor issued March 16, 2020, the Cemetery Board will conduct its meeting scheduled for **Thursday, June 11, 2020 at 6:00 PM by telephone and video conference** in order to advance the public health goal of limiting face-to-face meetings to slow the spread of the Coronavirus/COVID-19. This Notice, the meeting agenda, and the agenda packet can be found online at:

<https://ci.la-marque.tx.us/AgendaCenter>

THERE WILL BE NO PUBLIC ACCESS TO CITY HALL DURING THE MEETING.

The public will be permitted to offer public comments telephonically as provided below and as permitted by the Chairperson during the meeting. A recording of the telephonic meeting will be made, and will be available to the public in accordance with the Open Meetings Act upon written request.

THE PUBLIC TOLL-FREE DIAL-IN NUMBER TO PARTICIPATE IN THE MEETING
IS:

1 (346) 248-7799

ONCE YOU ARE CONNECTED, YOU MUST ENTER THE FOLLOWING:

Meeting ID: 974 2711 2999

Press *6 to mute or unmute your phone line. You may also connect to the meeting on your smartphone, tablet or computer by going to the following internet address:

<https://zoom.us/j/97427112999>

Once you are on the website, you may need to enter the following: **Meeting ID: 974 2711 2999**

If you require accommodation to participate in this meeting, contact the City Clerk at 409-938-9259 or cityclerk@cityoflamarque.org at least 48 hours prior to the meeting start time.



**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
Alanah Brown - Board Member*

**CITY OF LA MARQUE
CEMETERY BOARD
SPECIAL MEETING
AGENDA
June 11, 2020**

Notice is hereby given that the City of La Marque Cemetery Board will conduct a SPECIAL Meeting on Thursday, June 11, 2020 at 6:00 p.m. VIA Teleconference, for considering the following agenda:

- (1) CALL MEETING TO ORDER**
- (2) ROLL CALL**
- (3) MONTHLY FINANCIAL REPORT**
 - a. February 2020
 - b. March 2020
 - c. April 2020
- (4) APPROVAL/DISAPPROVAL OF ABSENCES**
- (5) MINUTES**
 - a. Minutes of Regular Cemetery Board of March 5, 2020
- (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 - To schedule next Cemetery Board meeting

(10) REQUESTS AND ANOUNCEMENTS

- (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.

CERTIFICATION:

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.



City of La Marque

Balance Sheet

CEMETERY FUND

February 29, 2020

Assets

Current assets:	Fiscal Year 2019	Fiscal Year 2020
Cash	21,614.46	28,364.19
Investments	2,117.99	2,169.46
Inventories	-	-
Accounts receivable	-	-
Pre-paid expenses	-	-
Other	-	-
Total current assets	23,732.45	30,533.65

Total assets

23,732.45

30,533.65

Liabilities and Fund Balance

Current liabilities:	Fiscal Year 2019	Fiscal Year 2020
Accounts payable	-	-
Other	-	-
Total current liabilities	-	-

Fund Balance:	Fiscal Year 2019	Fiscal Year 2020
Available Fund Balance	28,649.29	33,445.24
Current Year Revenue/Expenses	(4,916.84)	(2,911.59)
Total Fund Balance	23,732.45	30,533.65

Total liabilities and Fund Balance

23,732.45

30,533.65



CITY OF LA MARQUE CEMETERY FUND

Fiscal Year 2019-20

Budget vs Actual Revenues and Expenditures February 2020

Accounts	Descriptions	Budget 2019-20	Current Month	Current Year to Date Actuals	Budget Balance
Revenues					
89-3605-00-00	Interest on Investments	50.00	3.13	18.41	31.59
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	0.00	16,600.00
	Total Revenues	16,650.00	3.13	18.41	16,631.59
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	2,930.00	13,670.00
	Total Expenditures	16,600.00	700.00	2,930.00	13,670.00
Revenues over (under) Expenditures		50.00	(696.87)	(2,911.59)	2,961.59



City of La Marque

Balance Sheet

CEMETERY FUND

March 31, 2020

Assets

Current assets:	Fiscal Year 2019	Fiscal Year 2020
Cash	20,914.46	27,664.19
Investments	2,122.39	2,172.15
Inventories	-	-
Accounts receivable	-	-
Pre-paid expenses	-	-
Other	-	-
Total current assets	23,036.85	29,836.34

Total assets

23,036.85

29,836.34

Liabilities and Fund Balance

Current liabilities:	Fiscal Year 2019	Fiscal Year 2020
Accounts payable	-	-
Other	-	-
Total current liabilities	-	-

Fund Balance:	Fiscal Year 2019	Fiscal Year 2020
Available Fund Balance	28,649.29	33,445.24
Current Year Revenue/Expenses	(5,612.44)	(3,608.90)
Total Fund Balance	23,036.85	29,836.34

Total liabilities and Fund Balance

23,036.85

29,836.34



CITY OF LA MARQUE CEMETERY FUND

Fiscal Year 2019-20

Budget vs Actual Revenues and Expenditures March 2020

Accounts	Descriptions	Budget 2019-20	Current Month	Current Year to Date Actuals	Budget Balance
Revenues					
89-3605-00-00	Interest on Investments	50.00	2.69	21.10	28.90
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	0.00	16,600.00
	Total Revenues	16,650.00	2.69	21.10	16,628.90
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	3,630.00	12,970.00
	Total Expenditures	16,600.00	700.00	3,630.00	12,970.00
Revenues over (under) Expenditures		50.00	(697.31)	(3,608.90)	3,658.90



City of La Marque

Balance Sheet

CEMETERY FUND

April 30, 2020

Assets

Current assets:	Fiscal Year 2019	Fiscal Year 2020
Cash	20,914.46	(18,902.06)
Investments	2,126.99	2,172.15
Inventories	-	-
Accounts receivable	-	-
Pre-paid expenses	-	-
Other	-	-
Total current assets	23,041.45	(16,729.91)

Total assets

23,041.45 (16,729.91)

Liabilities and Fund Balance

Current liabilities:	Fiscal Year 2019	Fiscal Year 2020
Accounts payable	-	-
Other	-	-
Total current liabilities	-	-

Fund Balance:	Fiscal Year 2019	Fiscal Year 2020
Available Fund Balance	28,649.29	33,445.24
Current Year Revenue/Expenses	(5,607.84)	(50,175.15)
Total Fund Balance	23,041.45	(16,729.91)

Total liabilities and Fund Balance

23,041.45 (16,729.91)



CITY OF LA MARQUE CEMETERY FUND

Fiscal Year 2019-20

Budget vs Actual Revenues and Expenditures April 2020

Accounts	Descriptions	Budget 2019-20	Current Month	Current Year to Date Actuals	Budget Balance
Revenues					
89-3605-00-00	Interest on Investments	50.00	2.01	23.11	26.89
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	0.00	16,600.00
	Total Revenues	16,650.00	2.01	23.11	16,626.89
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	4,330.00	12,270.00
89-4050-00-00	Cemetery Survey	0.00	45,866.25	45,866.25	(45,866.25)
	Total Expenditures	16,600.00	46,566.25	50,196.25	(33,596.25)
Revenues over (under) Expenditures		50.00	(46,564.24)	(50,173.14)	50,223.14



1111 Bayou
La Marque, Texas 77568
409.938.9202

**CITY OF LA MARQUE
CEMETERY BOARD
REGULAR MEETING
MINUTES
Of
March 5, 2020**

Regular Meeting Minutes of the City of La Marque Cemetery Board held on Thursday, March 5, 2020, 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:

Chairperson Crowder
Board Member Hanley
Board Member Crockett
Board Member Brown

ABSENT:

Board Member Koopmann

STAFF:

Amanda Hobby- Interim Assistant Public Works Director
Venisha Henderson- Public Works Administrative Assistant

(3) APPROVAL/DISAPPROVAL OF ABSENCES

None

(4) APPROVAL OF MINUTES

- a. Board Member Hanley made a motion to approve the Cemetery Board Meeting minutes of December 3, 2019. Board Member Crockett seconded. **MOTION PASSED UNANIMOUSLY.**

(4) MONTHLY FINANCIAL REPORT

Board Member Hanley made a motion to approve the Cemetery Board financial report for November, December 2019, and January 2020. Board member Crockett seconded. **MOTION PASSED UNANIMOUSLY.**

(6) CITIZEN'S PARTICIPATION

None.



1111 Bayou
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(7) OLD BUSINESS

- a. Discussion/possible action- Landscaping t La Marque Cemetery.
Board Member Hanley suggests from the master gardener to put a type of stamp/ signature at the La Marque Cemetery that would stand out and represent the City of La Marque. Board member Brown suggests blue grass with yellow roses that are self maintaining and the color would represent The City as well. Ms. Hobby did inform the Board that there could not be any planting along the fence line due to the City's landscapers having a hard time mowing in that area without interfering with the gardening.

(8) NEW BUSINESS

- a. Discussion/possible action- Introducing the new member to the Cemetery Board Alanah Brown.
Chairperson Crowder introduced Ms. Alanah Brown as the new member for the Cemetery Board. Ms. Brown is also on the Keep La Marque Beautiful Commission.
- b. Discussion/possible action - To schedule next Cemtery Board Meeting.
Board Members discussed next Cemetery Board Meeting will be held on April 2, 2020.

(9) CHAIRMAN'S REPORT

None.

(10) REQUESTS AND ANNOUNCEMENTS

None

(11) ADJOURNMENT

The meeting was adjourned by Chairperson Bim Crowder at 6:43 p.m.

Bim Crowder, Cemetery Board Chairman