

**NOTICE 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 of the City of La Marque will conduct a Regular meeting scheduled for December 3, 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: 928 8738 5489

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/92887385489>

Once you are on the website, you may need to enter the following:
Meeting ID: 92887385489

If you require accommodation to participate in this meeting, contact Venisha Henderson at 409-938-9282 or v.henderson@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
REGULAR MEETING
AGENDA
December 3, 2020**

Notice is hereby given that the City of La Marque Cemetery Board will conduct a Regular Meeting on Thursday, December 3, 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. September 2020
 - b. October 2020
- (4) APPROVAL/DISAPPROVAL OF ABSENCES**
- (5) MINUTES**
 - a. Minutes of Cemetery Board of November 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
 - b. Discussion/possible action – Cemetery Board to make a recommendation to Council on how to address the responsibility on a gravesite that has erosion, at the Cemetery.

c. Discussion/possible action- Wreaths Across America

(8) NEW BUSINESS

a. Discussion/possible action – To schedule next Cemetery Board meeting

(9) CHAIRMAN'S REPORT

(10) 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.

(11) ADJOURNMENT

CERTIFICATION:

I hereby certify that the above notice was posted on the outside the Council Chambers located at 1109-B Bayou Road, La Marque, Texas, on or before November 30, 2020 before 5:30 p.m.

Robin Eldridge, TRMC
City Clerk

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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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City of La Marque

Balance Sheet

CEMETERY FUND

September 30, 2020

Assets

Current assets:	Fiscal Year 2019	Fiscal Year 2020
Cash	31,994.19	(8,132.06)
Investments	2,151.05	2,178.82
Inventories	-	-
Accounts receivable	-	-
Pre-paid expenses	-	-
Other	-	-
Total current assets	34,145.24	(5,953.24)

Total assets

34,145.24

(5,953.24)

Liabilities and Fund Balance

Current liabilities:	Fiscal Year 2019	Fiscal Year 2020
Accounts payable	700.00	4,522.50
Other	-	-
Total current liabilities	700.00	4,522.50

Fund Balance:	Fiscal Year 2019	Fiscal Year 2020
Available Fund Balance	28,649.29	33,445.24
Current Year Revenue/Expenses	4,795.95	(43,920.98)
Total Fund Balance	33,445.24	(10,475.74)

Total liabilities and Fund Balance

34,145.24

(5,953.24)



CITY OF LA MARQUE CEMETERY FUND

Fiscal Year 2019-20

Budget vs Actual Revenues and Expenditures September 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	0.61	27.77	22.23
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	16,650.00	16,600.61	16,627.77	22.23
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	9,230.00	7,370.00
89-4050-00-00	Cemetery Survey	0.00	3,472.50	51,318.75	(51,318.75)
	Total Expenditures	16,600.00	6,272.50	60,548.75	(43,948.75)
Revenues over (under) Expenditures		50.00	10,328.11	(43,920.98)	43,970.98



City of La Marque

Balance Sheet

CEMETERY FUND

October 31, 2020

Assets

Current assets:	Fiscal Year 2020	Fiscal Year 2021
Cash	31,294.19	(9,182.06)
Investments	2,155.58	2,179.33
Inventories	-	-
Accounts receivable	-	-
Pre-paid expenses	-	-
Other	-	-
Total current assets	33,449.77	(7,002.73)

Total assets

33,449.77

(7,002.73)

Liabilities and Fund Balance

Current liabilities:	Fiscal Year 2019	Fiscal Year 2020
Accounts payable		3,472.50
Other	-	-
Total current liabilities	-	3,472.50

Fund Balance:	Fiscal Year 2019	Fiscal Year 2020
Available Fund Balance	33,445.24	(10,475.74)
Current Year Revenue/Expenses	4.53	0.51
Total Fund Balance	33,449.77	(10,475.23)

Total liabilities and Fund Balance

33,449.77

(7,002.73)



CITY OF LA MARQUE CEMETERY FUND

Fiscal Year 2020-21

Budget vs Actual Revenues and Expenditures October 2020

Accounts	Descriptions	Budget 2020-21	Current Month	Current Year to Date Actuals	Budget Balance
Revenues					
89-3605-00-00	Interest on Investments	50.00	0.51	0.51	49.49
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	0.51	0.51	16,649.49
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	0.00	0.00	16,600.00
89-4050-00-00	Cemetery Survey	0.00	0.00	0.00	0.00
	Total Expenditures	16,600.00	0.00	0.00	16,600.00
Revenues over (under) Expenditures		50.00	0.51	0.51	49.49



1111 Bayou
La Marque, Texas 77568
409.938.9202

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

Regular Meeting Minutes of the City of La Marque Cemetery Board held on Thursday, November 5, 2020, beginning at 6:00 p.m. VIA Teleconference with the following members present:

(1) CALL MEETING TO ORDER:

Board Member Hanley called meeting to order at 6:00 p.m.

(2) ROLL CALL:

PRESENT:

Chairperson Crowder
Board Member Koopmann
Board Member Crockett
Board Member Brown

ABSENT:

Board Member Hanley

STAFF:

Venisha Henderson- Public Works Administrative Assistant

(3) MONTHLY FINANCIAL REPORT

It was the consensus of the Board Members to table the Financial Report until next meeting. **MOTION PASSED UNANIMOUSLY.**

(4) APPROVAL/DISAPPROVAL OF ABSENCES

- a. It was the consensus of the Board Members to approve the absences of Board Member Hanley. **MOTION PASSED UNANIMOUSLY.**

(5) MINUTES

Board Member Crockett made a motion to approve the October 1, 2020 minutes. Board Member Koopmann seconded. **MOTION PASSED UNANIMOUSLY.**

(6) CITIZEN'S PARTICIPATION

None.

(7) OLD BUSINESS

- a. Discussion/possible action – Landscaping at La Marque Cemetery
No discussion, or planned events due to COVID-19.

(8) NEW BUSINESS



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La Marque, Texas 77568
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- a. Discussion/possible action- Cemetery Board to make a recommendation to Council on how to address the responsibility on a gravesite that has erosion, at the Cemetery.

Board Member Koopmann made the recommendation for the City's landscapers, or City's Public Works to be responsible for maintaining the City's Cemetery since this is considered a maintenance item. Chairperson Crowder seconded. **MOTION PASSED UNANIMOUSLY.**

- b. Discussion/possible action- Wreaths Across America
Koopmann has the Revolution Honor Guards coming and the wreaths have been ordered by Ms. Robin. There are a total of 225 Wreaths and the few that are left over can be put out at the Rising Star Cemetery like the previous years. Chairperson Crowder says he is bringing the microphone, tables, chairs, doves, and contact the gun salute group. Chairperson Crowder has contacted the Patriot Guard and Rolling Thunder for the hanging of the flag. Public Works will provide the water and cookies.
- c. Discussion/possible action- To schedule next Cemetery Board meeting.
It was the consensus of the Board Members to hold the next Cemetery Board meeting on Thursday, December 3, 2020.

(9) CHAIRMAN'S REPORT

None.

(10) REQUESTS AND ANNOUNCEMENTS

None

(11) ADJOURNMENT

The meeting was adjourned by Chairperson Bim Crowder at 6:25 p.m.

Bim Crowder, Cemetery Board Chairman