

**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, August 5, 2021 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](mailto: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*

*Rosalind Meeks Crockett- Board Member  
Alanah Brown – Board Member*

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**CITY OF LA MARQUE  
CEMETERY BOARD  
REGULAR MEETING  
AGENDA  
Of  
August 5, 2021**

Notice is hereby given that the City of La Marque Cemetery Board will conduct a Regular Meeting on **Thursday, August 5, 2021 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. April 2021
- b. May 2021
- c. June 2021

**(4) APPROVAL/DISAPPROVAL OF ABSENCES**

**(5) MINUTES**

- a. Minutes of Cemetery Board of June 3, 2021

**(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 – Wreaths Across America 2021

**(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](mailto:cityclerk@cityoflamarque.org) for further information.



# City of La Marque

## Balance Sheet

### CEMETERY FUND

April 30, 2021

#### Assets

| Current Assets:             | Fiscal Year 2021 |
|-----------------------------|------------------|
| Cash                        | 19,911.69        |
| Investments                 | 2,181.80         |
| Inventories                 | -                |
| Accounts Receivable         | -                |
| Pre-Paid Expenses           | -                |
| Other                       | -                |
| <b>Total Current Assets</b> | <b>22,093.49</b> |

**Total Assets** **22,093.49**

#### Liabilities and Fund Balance

| Current Liabilities:             | Fiscal Year 2021 |
|----------------------------------|------------------|
| Accounts Payable                 | -                |
| Other                            | -                |
| <b>Total Current Liabilities</b> | <b>-</b>         |

| Fund Balance:                 | Fiscal Year 2021 |
|-------------------------------|------------------|
| Available Fund Balance        | 40,843.01        |
| Current Year Revenue/Expenses | (18,749.52)      |
| <b>Total Fund Balance</b>     | <b>22,093.49</b> |

**Total Liabilities and Fund Balance** **22,093.49**



# City of La Marque

## Cemetery Fund-April 2021

| Accounts                                  | Descriptions                  | Budget<br>2020-2021 | Current<br>Month  | Current<br>Year to Date<br>Actuals | Budget<br>Balance |
|-------------------------------------------|-------------------------------|---------------------|-------------------|------------------------------------|-------------------|
| <b>Revenues</b>                           |                               |                     |                   |                                    |                   |
| 89-3605-00-00                             | Interest on Investments       | 50.00               | 0.31              | 2.98                               | 47.02             |
| 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         |
|                                           | <b>Total Revenues</b>         | <b>16,650.00</b>    | <b>0.31</b>       | <b>2.98</b>                        | <b>16,647.02</b>  |
|                                           |                               |                     |                   |                                    |                   |
| <b>Expenditures</b>                       |                               |                     |                   |                                    |                   |
| 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           | 1,740.00          | 4,890.00                           | 11,710.00         |
| 89-4050-00-00                             | Cemetery Survey               | 0.00                | 0.00              | 13,862.50                          | (13,862.50)       |
|                                           | <b>Total Expenditures</b>     | <b>16,600.00</b>    | <b>1,740.00</b>   | <b>18,752.50</b>                   | <b>(2,152.50)</b> |
|                                           |                               |                     |                   |                                    |                   |
| <b>Revenues over (under) Expenditures</b> |                               | <b>50.00</b>        | <b>(1,739.69)</b> | <b>(18,749.52)</b>                 | <b>18,799.52</b>  |



# City of La Marque

## Balance Sheet

### CEMETERY FUND

May 31, 2021

#### Assets

| Current Assets:             | Fiscal Year 2021 |
|-----------------------------|------------------|
| Cash                        | 19,211.69        |
| Investments                 | 2,182.09         |
| Inventories                 | -                |
| Accounts Receivable         | -                |
| Pre-Paid Expenses           | -                |
| Other                       | -                |
| <b>Total Current Assets</b> | <b>21,393.78</b> |

**Total Assets** **21,393.78**

#### Liabilities and Fund Balance

| Current Liabilities:             | Fiscal Year 2021 |
|----------------------------------|------------------|
| Accounts Payable                 | -                |
| Other                            | -                |
| <b>Total Current Liabilities</b> | <b>-</b>         |

| Fund Balance:                 | Fiscal Year 2021 |
|-------------------------------|------------------|
| Available Fund Balance        | 40,843.01        |
| Current Year Revenue/Expenses | (19,449.23)      |
| <b>Total Fund Balance</b>     | <b>21,393.78</b> |

**Total Liabilities and Fund Balance** **21,393.78**



# City of La Marque

## Cemetery Fund-May 2021

| Accounts                                  | Descriptions                  | Budget<br>2020-2021 | Current<br>Month | Current<br>Year to Date<br>Actuals | Budget<br>Balance |
|-------------------------------------------|-------------------------------|---------------------|------------------|------------------------------------|-------------------|
| <b>Revenues</b>                           |                               |                     |                  |                                    |                   |
| 89-3605-00-00                             | Interest on Investments       | 50.00               | 0.29             | 3.27                               | 46.73             |
| 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         |
|                                           | <b>Total Revenues</b>         | <b>16,650.00</b>    | <b>0.29</b>      | <b>3.27</b>                        | <b>16,646.73</b>  |
|                                           |                               |                     |                  |                                    |                   |
| <b>Expenditures</b>                       |                               |                     |                  |                                    |                   |
| 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           | 5,590.00                           | 11,010.00         |
| 89-4050-00-00                             | Cemetery Survey               | 0.00                | 0.00             | 13,862.50                          | (13,862.50)       |
|                                           | <b>Total Expenditures</b>     | <b>16,600.00</b>    | <b>700.00</b>    | <b>19,452.50</b>                   | <b>(2,852.50)</b> |
|                                           |                               |                     |                  |                                    |                   |
| <b>Revenues over (under) Expenditures</b> |                               | <b>50.00</b>        | <b>(699.71)</b>  | <b>(19,449.23)</b>                 | <b>19,499.23</b>  |





# City of La Marque

## Balance Sheet

### CEMETERY FUND

June 30, 2021

#### Assets

| Current Assets:             | Fiscal Year 2021 |
|-----------------------------|------------------|
| Cash                        | 7,901.69         |
| Investments                 | 2,182.09         |
| Inventories                 | -                |
| Accounts Receivable         | -                |
| Pre-Paid Expenses           | -                |
| Other                       | -                |
| <b>Total Current Assets</b> | <b>10,083.78</b> |

**Total Assets** **10,083.78**

#### Liabilities and Fund Balance

| Current Liabilities:             | Fiscal Year 2021 |
|----------------------------------|------------------|
| Accounts Payable                 | -                |
| Other                            | -                |
| <b>Total Current Liabilities</b> | <b>-</b>         |

| Fund Balance:                 | Fiscal Year 2021 |
|-------------------------------|------------------|
| Available Fund Balance        | 40,843.01        |
| Current Year Revenue/Expenses | (30,759.23)      |
| <b>Total Fund Balance</b>     | <b>10,083.78</b> |

**Total Liabilities and Fund Balance** **10,083.78**



# City of La Marque

## Cemetery Fund-June 2021

| Accounts                                  | Descriptions                  | Budget<br>2020-2021 | Current<br>Month   | Current<br>Year to Date<br>Actuals | Budget<br>Balance  |
|-------------------------------------------|-------------------------------|---------------------|--------------------|------------------------------------|--------------------|
| <b>Revenues</b>                           |                               |                     |                    |                                    |                    |
| 89-3605-00-00                             | Interest on Investments       | 50.00               | 0.00               | 3.27                               | 46.73              |
| 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          |
|                                           | <b>Total Revenues</b>         | <b>16,650.00</b>    | <b>0.00</b>        | <b>3.27</b>                        | <b>16,646.73</b>   |
|                                           |                               |                     |                    |                                    |                    |
| <b>Expenditures</b>                       |                               |                     |                    |                                    |                    |
| 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           | 1,050.00           | 6,640.00                           | 9,960.00           |
| 89-4050-00-00                             | Cemetery Survey               | 0.00                | 10,260.00          | 24,122.50                          | (24,122.50)        |
|                                           | <b>Total Expenditures</b>     | <b>16,600.00</b>    | <b>11,310.00</b>   | <b>30,762.50</b>                   | <b>(14,162.50)</b> |
|                                           |                               |                     |                    |                                    |                    |
| <b>Revenues over (under) Expenditures</b> |                               | <b>50.00</b>        | <b>(11,310.00)</b> | <b>(30,759.23)</b>                 | <b>30,809.23</b>   |



1111 Bayou  
La Marque, Texas 77568  
409.938.9202

**CITY OF LA MARQUE  
CEMETERY BOARD  
REGULAR MEETING  
MINUTES  
Of  
June 3, 2021**

Regular Meeting Minutes of the City of La Marque Cemetery Board held on Thursday, June 3, 2021, beginning at 6:00 p.m. VIA Teleconference with the following members present:

**(1) CALL MEETING TO ORDER:**

Chairperson Crowder called meeting to order at 6:10 p.m.

**(2) ROLL CALL:**

**PRESENT:**

Chairperson Crowder  
Board Member Hanley  
Board Member Koopmann  
Board Member Crockett

**ABSENT:**

Board Member Hanley

**STAFF:**

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

**(3) MONTHLY FINANCIAL REPORT**

It was the consensus of the Board Members to approve the March 2021 monthly financial report. **MOTION PASSED UNANIMOUSLY.**

**(4) APPROVAL/DISAPPROVAL OF ABSENCES**

It was the consensus of the Board Members to approve the absence of Board Member Hanley for June 3, 2021 Meeting.

**(5) MINUTES**

Board Member Koopmann made a motion to approve the minutes for March 4, 2021 meeting. Board Member Brown seconded. **MOTION PASSED UNANIMOUSLY.**

**(6) CITIZEN'S PARTICIPATION**

None.

**(7) OLD BUSINESS**

- a. Discussion/possible action – Landscaping at La Marque Cemetery  
Chairperson Crowder thanked Board Member Brown for the flower planting at the La Marque Cemetery. Ms. Brown will go by and check on the plants after the rain



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we just had. **MOTION PASSED UNANIMOUSLY.**

b. Discussion/possible action – Wreaths Across America 2021

Board Member Koopmann discussed how he is worried about the ability to contribute to the Wreaths Across America for this year. Board Member Koopmann made a motion to keep with the same plan and participate in the regular program. Board Member Brown seconded. **MOTION PASSED UNANIMOUSLY.**

**(8) NEW BUSINESS**

a. Discussion/possible action regarding the 2021-2022 Cemetery Board Budget.

Board Member Koopmann asked if they would need to increase the cost of for Landscaping, since they added the gardening section to the Cemetery? Board Member Brown will get an opinion from the owner of Yard Excellence to see how much it would cost to maintain. Board Member Brown asked if we have anyone that cleans and takes care of the headstones at the Cemetery and Chairperson Crowder says it is the family's responsibility to maintain the headstone.

b. 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, July 1, 2021.

**(9) CHAIRMAN'S REPORT**

None.

**(10) REQUESTS AND ANNOUNCEMENTS**

None

**(11) ADJOURNMENT**

The meeting was adjourned by Chairperson Bim Crowder at 6:32 p.m.

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Bim Crowder, Cemetery Board Chairman