



**CITY OF LA MARQUE
PARKS BOARD
MEETING AGENDA**

THURSDAY, MAY 19, 2022
COUNCIL CHAMBER
1109-B BAYOU ROAD
LA MARQUE, TX 77568

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

TO PARTICIPATE VIA ZOOM:
PUBLIC TOLL-FREE DIAL-IN NUMBER: **1 (346) 248-7799**
MEETING ID: **92887385489**
<https://zoom.us/j/92887385489>

Michael Bock	Chairman
Tonia Griffin	Vice-Chairperson
Bo Hunter	Member
Larry Walker	Member
Herbert Franklin	Member
Tamara Smith	Member
Michael Wev	Member



**CITY OF LA MARQUE
PARKS BOARD
REGULAR MEETING
AGENDA
Of
MAY 19, 2022**

Notice is hereby given that the City of La Marque Parks Board will conduct **a Regular Meeting in the Council Chambers at 1109-B Bayou Road, La Marque, Texas as well as via teleconference hosted through (ZOOM) on Thursday, May 19, 2022, beginning at 6:00 p.m.,** for the purpose of considering and taking action on the following agenda:

- (1) CALL MEETING TO ORDER**
- (2) ROLL CALL**
- (3) APPROVAL/DISAPPROVAL OF ABSENCES**
- (4) INVOCATION AND PLEDGE OF ALLEGIANCE**
- (5) APPROVAL OF MONTHLY FINANCIAL REPORT**
 - a. Financial Report Ending April 2022
- (6) APPROVAL OF MONTHLY MINUTES**
 - a. Parks Board Special Meeting Minutes 4.28.2022
- (7) CITIZENS PARTICIPATION**

Comments from the Public (At this time, any person with Parks Board-related business who has signed up may speak to the Parks Board **(limited to three (3) minutes)**). In compliance with Texas Open Meetings Act, the Parks 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.
- (8) OLD BUSINESS**
 - a. Discussion/possible action - Public Works update on Park Maintenance and Park projects in the past month to current
 - b. Discussion/possible action - Safety material in designated parks
 - c. Discussion/possible action - Paint and Materials for park signs
 - d. Discussion/possible action - Parks Board shirts and hats
 - e. Discussion/possible action - Propose the possibility of a Parks Department being added to the charter review committee

- (9) NEW BUSINESS**
 - a. Discussion/possible action - Vacancy Greg Cornett replacement
 - b. Discussion/possible action - Public Works maintenance log prioritizing the maintenance needs of all City parks.
 - c. Discussion/possible action - Parks Board Workshop in June to discuss Parks Board standards, recommendations, programs, events, and activities
 - d. Discussion/possible action - Sign Memorandum
 - e. Discussion/possible action - Parks Board assisting Public Works with the purchase of equipment for in-house signage
 - f. Discussion/possible action - Requests for Parks Board to purchase yard graduation signs out at Highland Bayou Park for graduates of all ages and areas can use as a photo opportunity. (Quotes and image attached)
 - g. Discussion/possible action - Parks Board spending the \$30k that Council has budgeted
 - h. Discussion/possible action - Next Parks Board Meeting.

(10) REQUESTS AND ANNOUNCEMENTS

Requests by Parks Board Members for items to be placed on future 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 posting

(11) ADJOURNMENT

CERTIFICATION:

I hereby certify that the above notice of meeting was posted at 1109-B Bayou Road, La Marque, Texas on or before Monday, May 16, 2022, before 5:30 p.m.

Kierra Nance, 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) 9389259, or Fax (409) 935-0401, or e-mail cityclerk@cityoflamarque.org for further information.



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**CITY OF LA MARQUE
PARKS BOARD
SPECIAL MEETING MINUTES
Of
APRIL 28, 2022**

Minutes of the City of La Marque Parks Board Regular Meeting held on Thursday, April 28, 2022, in the City Hall Conference Room at 1111 Bayou Road, La Marque, Texas as well as via teleconference hosted through (ZOOM) beginning at 6:55 p.m., with the following members present:

(1) CALL TO ORDER

Vice-Chairperson, Tonia Griffin, called the meeting to order at 6:37 p.m.

(2) ROLL CALL

PRESENT:

Tonia Griffin
Herbert Franklin
Bo Hunter
Michael Wev

ABSENT:

Michael "Rock" Bock
Larry Walker
Tamara Smith

OTHER OFFICIALS/STAFF PRESENT:

Council Member, Joe Compian
Cesar Garcia, City Manager
Rick Sailer, Public Works Director
Amanda Hobby, Public Works Assistant Director
Venisha Henderson, Public Works Administrative Assistant
Kyle Hunter, Information Technology Director/Emergency Management Coordinator
Joshua Pritchett - Public Relations Officer

(3) APPROVAL/DISAPPROVAL OF ABSENCES

Board Member Hunter made a motion to approve absences for the following Board Members, Tamara Smith, Larry Walker, and Chairperson Bock. Board Member Wev seconded. **MOTION PASSED UNANIMOUSLY.**

(4) APPROVAL OF MONTHLY FINANCIAL REPORT

- a. Financial Report Ending February 2022.
Financial Report Ending March 2022.

Board Member Wev made a motion to approve the financial reports ending February and March 2022. Board Member hunter seconded.

MOTION PASSED UNANIMOUSLY.



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(5) APPROVAL OF MONTHLY MINUTES

Parks Board Regular Meeting Minutes 11.18.2022

Parks Board Special Meeting Minutes 1.31.2022

Parks Board Workshop Meeting Minutes 3.17.2022

Parks Board Regular Meeting Minutes 3.17.2022

Board Member Wev made a motion to approve the parks board meeting minutes.

Board Member Franklin seconded. **MOTION PASSED UNANIMOUSLY.**

(6) CITIZENS PARTICIPATION

There were none.

(7) OLD BUSINESS

a. Discussion/possible action - Parks Board social media

Mr. Pritchett says most of the changes have been made to on the social media website for the city parks. Description and addresses will come later. The Highland Bayou Park Facebook page will stay up and active for the followers. The Facebook city park page will need one liaison from the Parks Board to keep up with and that knows the dos and don'ts of City social media. Mr. Pritchett suggests Vice-Chairperson Tonia Griffin. Ms. Griffin ask if the city park page has donation link, and Mr. Pritchett responded with, "No, but can create one."

b. Discussion/possible action - Security cameras at Highland Bayou Park

Mr. Hunter is working on getting a camera placed at the Al Reida pavilion. Cameras were ordered in January and have not been received yet. Mr. Hunter is working on wireless connections and had discussions on adding a monitor at the Police Department's dispatch office just needs more room at that location. Ms. Griffin asked for a timeframe this will take place. Mr. Hunter replies, "No time on the cameras as he is working with another vendor." Monitor will be next week. Board Member Wev asked Mr. Hunter if IT went out to try and see what happens if putting a camera out with a monitor, and Mr. Hunter says, "yes," they have gone out and tested the best of the ability. Board Member Wev made a motion to table this discussion. Board Member Hunter seconded.

MOTION PASSED UNANIMOUSLY.

c. Discussion/possible action - Parks Board shirts and hats

Board Member Hunter requests for his shirt size to be changed to a Large. Public Works will place the order next week. Board Member Wev made a motion to approve the Parks Board shirts and hats. Board Member Hunter seconded.

MOTION PASSED UNANIMOUSLY.

d. Discussion/possible action - Mulch or safety material

Ms. Hobby stated the mulch will be delivered next Tuesday. Mr. Garcia corrected the term mulch needs to be recognized as an engineered material used to protect the child when falling. Mr. Garcia says to make sure where anywhere a child can



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fall to place enough material, may need 11-12 tons, and consider placing in the budget. Ms. Hobby stated that they will place the material at the parks that are most utilized. Ms. Hobby is concerned about budget and the rest of the Public Works maintenance park fund was spent on the bird sanctuary. Quote for 65 tons, not sure how many parks it will cover. City Manager says to check with other cities and buying material from them. most surrounding cities order material for a whole year and do not use. Mr. Garcia says when using a border do not close and leave a walkway, make the border ADA compliant until we can make it official ADA standard.

- e. Discussion/possible action - Paint and Materials for park signs
Ms. Hobby says the paint and supplies are available for pick up at Public Works. Mr. Garcia says to let staff prioritize on what is going to take to paint the signs, recommends on getting a group/community involvement. Ms. Griffin will give Public Works an update.

(8) NEW BUSINESS

- a. Discussion/possible action - Ingrid Clark with St. Johns United Methodist Church to volunteer at one of the City Parks on May 1, 2022.
Ms. Henderson stated Ms. Ingrid could not make tonight's meeting and will have to do this project another time.
- b. Discussion/possible action - Approve the Parks Master Plan as submitted by Ardurra.
Council Member Compian says on Page 43 that 1217 Vauthier, and 607 Texas Avenue (FM 1765) as potential future parks. These properties show on tax rolls as assets. Mr. Compian asked if any titles were pulled for the school properties, and Mr. Forsyth says, "no." Mr. Compian says the Census Study on page 7 does not include Hispanics in the breakdown and Mr. Forsyth says this was an oversight on their part and will fix. Mr. Compian says on page 9 it is not appropriate to list Lagana as a park since it is not owned by the city. Mr. Garcia says this may be a good time to ask the owners of Lagana to see the park to the city. Mr. Sailler suggests noting next to Lagana Park on page 42 to not spend money right of way being that this is not a city owned park. Board Member Wev recommends taking to Council to consider adopting the addendum of a conceptional plan for the Parks Master Plan. Board Member Franklin seconded. **MOTION PASSED UNANIMOUSLY.**
- c. Discussion/possible action - Public Works update on Park Maintenance and Park projects in the past month to current.
Mr. Garcia recommends placing the in-progress projects on top, the bottom would be completed and place a percentage code color or priority. Ms. Tonia asks when the project has "Budget Item" next to them what does that mean? MS. Hobby states that is an item that was not budget for and would have to find money for. Ms. Hobby was unsure about the BBQ pits was about. MS. Tonia says cleaning, or restoring them. Mr. Garcia says to not paint the grill but to get them model



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number of the pits and order to replace just the grill only. Mr. Garcia says suggests placing a sign out at the parks by the BBQ pits saying, "Please clean grill after use." In addition to the sign make sure this cleaning of the BBQ pit is placed on the preventative maintenance list for the parks. Board Member Wev says safety is the number one priority that should be on the list on top. Ms. Griffin recommends adding basketball court to be added as a budget item. Ms. Hobby can get a quote to repair the concrete at the basketball court. Mr. Compian can arrange with A&A to weld a few BBQ pits for a year, or whenever needed. Ms. Griffin says the electric pole and equipment at Walter Feigle Park needs to be replaced, it is rotted at the bottom. Ms. Hobby will have to get Crescent out to see how much, it will cost. Ms. Griffin says the poles laying across the MLK Park needs more stabilization. Rebar and dirt recommended. Ms. Hobby says they will must pull up the concrete pad at Walter Feigle Park, and Mr. Garcia made recommendations on making the concrete pad a gaming area for kids to play on with safety measures added to it. Ms. Tonia asked if she could get input from Ms. Amy on what she suggests should be placed out there, since the library utilizes the park more for their events.

- d. Discussion/possible action - La Marque Parks Board maintenance log to prioritize the maintenance needs of all City parks. Identify maintenance areas the Parks Board and/or volunteers can help assist the city with general upkeep of park amenities. Mr. Garcia says to schedule a date for the Parks Board to set and then set a date for a community event. Ms. Tonia requests for the pine trees to be cut down at Westlawn Park and where the trees were removed and left mounds to use for playsafe at the playground. Mr. Garcia says to check with local businesses for discounts and/or donations before purchasing playsafe.
- e. Discussion/possible action - Parks Board Budget Fiscal Year 22-23 to discuss emergency maintenance needs and new wish list items for the city parks. Ms. Tonia suggests using the \$30,000 parks fund to help with Public Works maintenance needs and new wish list. Ms. Sailer says parks board can make a recommendation to council to move funds to Public Works and use the 2.00 donation fund possibly for the capital projects. Mr. Garcia explained that the donation fund is for a specific portion of the grant that the city will have to match using new money or in-kind contributions to qualify for that specific grant. Mr. Garcia recommends bringing the list of \$60,000 for equipment to the Park Board that Ms. Hobby has from 2 years ago to get an estimated idea of what the cost of each item is. Mr. Compian says the American Rescue Fund has not been used and possible could be used for the shoreline.
- f. Discussion/possible action - Parks Board Workshop in May to discuss Parks Board standards, recommendations, programs, events, and activities
Ms. Tonia requests to have an annual workshop to plan events, activities, and programs. Invite city members, and Mr. Compian suggests calling it a parks board retreat. Mr. Wev says to watch how we name meeting, retreat is more informal



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and can be open to who they invite. Mr. Wev requests for at least a 2-week notice so, he can take time off work to attend. Ms. Tonia will find out the date and time. Change from Workshop to Retreat. **TABLED DISCUSSION.**

- g. Discussion/possible action - Propose the possibility of a Parks Department being added to the charter review committee
Ms. Tonia recommends adding parks department to the charter committee, separate parks from Public Works. Mr. Garcia states this would be a budgeted item. Mr. Sailler says to recommend to Council to create a parks division. Mr. Garcia says we must bring to the charter committee to find if the parks department exist in the charter before recommending to council. Board Member Wev made a recommendation to the charter review committee to amend the charter to include a parks department separate from public works if this is not already established. Board Member Hunter seconded.
MOTION PASSED UNAMIOUSLY.
- h. Discussion/possible action - “Friends of La Marque”
Ms. Tonia will assist with the La Marque Public Library and spoke to Ms. Amy about combining the Friends group. Ms. Amy says the only thing she is concerned about is by changing the name will it lose focus on the library. Ms. Amy will speak to Chris Lane about this and possibly having the name change to “Friends of La Marque Public Library.” Change the name by coming together.
- i. Discussion/possible action - Next Parks Board Meeting
May 19, 2022, at 6:00PM in the La Marque Council Chambers.
MOTION PASSED UNAMOUSLY.

(9) ADJOURNMENT

It was the consensus of the Board to adjourn the meeting at 9:59 p.m.

Michael “Rock” Bock, Chairperson
Parks Board



Memorandum

From: Amanda Hobby, Public Works
Date: April 22, 2022
Re: Proposed Signage for City Parks / Streets

The signs have been brought up for discussion on numerous occasions and was turned over to the former EDC Public Relations Specialist to gather information and quotes, but neither of us received any follow up information for the signage.

Venisha and I took it upon ourselves and created a mockup for the proposed new park signage in order to present it to the Parks Board for discussion. I am currently working on quotes to get an idea of cost for this project. We may not have the budget for it this fiscal year, but this will help us have a better understanding of how to proceed during the budget workshop for next fiscal year.

This is being presented to the Parks Board in order to open the floor for discussion with hope that it will be turned into an action item. Mockup is subject to change based on input/opinions from the Parks Board.

Keep La Marque Beautiful have been working on a street sign project to update and beautify street identification signs throughout the City. I have attached the quote that they received for the signage. The quote was for 63 signs to be updated and the cost came out to be \$2,077.74 which is nearly \$33.00 per sign. The cost would be significant if they were to update all of the signs within the city limits.

I am asking not only Parks Board, but Keep La Marque Beautiful Commission to consider the possibility of assisting with the purchase of the equipment to make the signs in-house versus paying vendors to make the signs for us. The equipment would be utilized for repalcing all signs throughout the city including traffic signs, park signs, street identification, facility identification, specialty signs needed for groups, commissions, and events. This equipment will last many years and save the city an exponential amount of money as well.

I have reached out to a few companies in order to get quotes for cost and hope to have the information available by the next meeting in order to present it to the Parks Board Commission.

Amanda Hobby
Assistant Director of Public Works





Welcome to

Haden Hill Park





Quote

Date	Quote No.
2/24/2022	08-129836

Customer
KEEP LA MARQUE BEAUTIFUL COMMISSION ATTN: LYNDSEY GONZALES 1111 BAYOU RD LA MARQUE, TX 77568

Ship To:
KEEP LA MARQUE BEAUTIFUL COMMISSION ATTN: LYNDSEY GONZALES 1111 BAYOU RD LA MARQUE, TX 77568 210-454-6345

Customer Fax	Sales Rep	Customer No.	Terms	Production Time
	RL	77568	Due on receipt	

Qty	Item	Description	Rate	Total
53	SN-9UL-LOGO	6" HEIGHT X NECESSARY LENGTH STREET SIGN - .080 ALUMINUM - HIGH INTENSITY PRISMATIC - 4" LETTERING - DOUBLE SIDED - WHITE BORDER TO OUTSIDE OF SIGN *** ADD CITY LOGO *** UPPER / LOWERCASE LETTERING *** COLOR: WHITE ON BLUE WITH LOGO 26 -- Bayou Rd 21 -- Laurel St 6 -- Cedar Dr	32.98	1,747.94T
10	SN-9UL-LOGO	6" HEIGHT X NECESSARY LENGTH STREET SIGN - .080 ALUMINUM - HIGH INTENSITY PRISMATIC - 4" LETTERING - DOUBLE SIDED - WHITE BORDER TO OUTSIDE OF SIGN *** ADD CITY LOGO *** UPPER / LOWERCASE LETTERING *** COLOR: WHITE ON BLACK WITH LOGO 3 -- 1st St 1 -- 2nd St 2 -- 3rd St 4 -- Yupon St	32.98	329.80T
1	FREIGHT	FREIGHT	0.00	0.00T

Due to the multiple price increases in 2021 on steel and aluminum, this quote is valid for 24 hours.
*** Free Items may be excluded from quoted orders.

Sales Tax (0.00)	\$0.00
Total	\$2,077.74

Download Full screen Print

✖



The initial Graduation Setup is \$120. Each additional day is \$25. If the City decides to keep display up for 2 weeks it is \$470 for 30 days, the total will be \$845. This price includes maintenance on the signs as they are up.

Contact information: mistryrichardson0526@gmail.com

