

Agenda

Capital Heights Crime Prevention and Improvement District

Meeting of the Board of Commissioners

Ingleside UMC

Tuesday, October 20, 2020 6:00 pm

A. Call to order by Director of the Board

B. Confirmation of Quorum by Secretary of the Board

C. Secretary's Report- Approval of previous meeting minutes

D. Treasurer's Report

D. Motions

E. Correspondence

F. Committee Reports

1. Safety

a. Report on ongoing actions

2. Communication

a. Report on ongoing actions

3. Nomination

a. Report of open committee seats for 2020

4. Beautification

a. Report on ongoing actions

5. Budget

a. Report on ongoing actions

G. Special Orders

1. Welcome to the Board of Commissioners to Mr John Hains.

2. Reminder that all members of the Executive Board should take their Ethics Course by end of year

H. Unfinished Business -

I. New Business -

1. Consideration of 2021 Budget for final approval at December meeting

J. Open Forum -

K. Adjournment

This meeting notice was posted at Ingleside United Methodist Church on the main door facing Ingleside Drive, at 10, A.m. on 10/19, 2020 by

SARAH THICKS



Agenda

Capital Heights Crime Prevention and Improvement District

Meeting of the Board of Commissioners

Ingleside UMC

Tuesday, October 20, 2020 6:00 pm

Proceedings

A. Call to order by Director of the Board

B. Confirmation of Quorum by Secretary of the Board

C. Secretary's Report- Approval of previous meeting minutes

D. Treasurer's Report

D. Motions

E. Correspondence

F. Committee Reports

1. Safety

a. Report on ongoing actions

2. Communication

a. Report on ongoing actions

3. Nomination

a. Report of open committee seats for 2020

4. Beautification

a. Report on ongoing actions

5. Budget

a. Report on ongoing actions

G. Special Orders

1. Welcome to the Board of Commissioners to Mr John Hains.

2. Reminder that all members of the Executive Board should take their Ethics Course by end of year

H. Unfinished Business –

I. New Business –

1. Consideration of 2021 Budget for final approval at December meeting

J. Open Forum -

K. Adjournment

This meeting notice was posted at Ingleside United Methodist Church on the main door facing Ingleside Drive, at _____, ____m. on _____, 2020 by



CAPITAL HEIGHTS

CRIME PREVENTION & IMPROVEMENT DISTRICT

Agenda

Capital Heights Crime Prevention and Improvement District

Meeting of the Board of Commissioners

Ingleside UMC

Tuesday, October 20, 2020 6:00 pm

Proceedings

A. Call to order by Director of the Board

B. Confirmation of Quorum by Secretary of the Board

C. Secretary's Report- Approval of previous meeting minutes

D. Treasurer's Report *PNL*

D. Motions → *STRIKE G/L, F.A. MINUTES 2020 03*

E. Correspondence → *SINGER RESIGNATION*

F. Committee Reports

1. Safety

a. Report on ongoing actions

2. Communication

a. Report on ongoing actions

3. Nomination

a. Report of open committee seats for 2020

4. Beautification

a. Report on ongoing actions

5. Budget

Report on ongoing actions

HAINS (MARCELLE OPEN), EXECUTIVE COMMITTEE FILES VP SEC TREASURES

G. Special Orders

Welcome to the Board of Commissioners to Mr John Hains.

2. Reminder that all members of the Executive Board should take their Ethics Course by end of year

H. Unfinished Business -

I. New Business -

1. Consideration of 2021 Budget for final approval at December meeting *2020 - 002*

J. Open Forum - *2020-03*

K. Adjournment

This meeting notice was posted at Ingleside United Methodist Church on the main door facing Ingleside Drive, at _____, ____ m. on _____, 2020 by _____.

Capital Heights Crime Prevention and Improvement District
Commissioner Meeting
October 20, 2020
Ingleside United Method Church
Meeting Minutes

In Attendance:

Tyler Hicks, Commissioner, President
Monica Murphy, Commissioner, Vice President
Matt Callac, Commission, Treasurer
John Haines
Terri Conrad
Byron Townsend
Charles Pecquet
Sharon Pecquet

Quorum confirmed by President in absence of Treasurer.

No minutes from January meeting provided.

No secretary's report provided.

Matt Callac offered the Treasurer's report and introduced the Profit and Loss document and Balance Sheet from 2020 and 2021 Budget breakdown.

Correspondence- Tyler Hicks introduced the letter of resignation from the board of Mr Terry Singer due to health concerns.

Hicks moved to add 2020-03, Amendment to the Bylaws regarding scheduling of meetings, to New Business. Matt Callac seconded the motion.

Committee Reports

Safety

Terry Conrad introduced Safety Committee report 2020. Matt Callac and Sharon Pecquet agreed to work together on removing old crime stoppers signs to make space for new CHCPID signs.

Nomination

Representative Denice Marcelle's and Assessor Brian Wilson's appointing seat are currently open.

Tyler Hicks nominated John Hains for appointment to an open seat.

Matt Callac nominated Brian St George for an open seat

Beautification
None

Budget

Callac further explained the changes in the verbiage to the 2021 Budget. Callac confirmed that the proposed 2021 budget was unanimously approved by the Budget Committee.

Byon Townsend offered thanks for putting the Budget documents together. Townsend asked why the budget seemed to reflect a reduction in budget for police patrols. Matt Callac answered that the reduction is a reflection of overage from year 2020 not needing to be taken from 2021 collections

Townsend questioned the line item "assessor fee" answered by Callac as the fee the Assessor charges the district for collecting funds.

Hicks proposed changing of wording for this line item to be more transparent and clear since this has been a recurring question.

Special Order

Hicks reminded members of the Executive Board to take their Louisiana state mandated ethics course.

Unfinished business

Hicks asked to add correspondence from Mr St George. Callac agreed. Mr St George asked for the Executive Committee to clarify that the Budget Committee has power to veto other committee's spending proposals after their committee has previously been funded. The issue was not further discussed.

New Business

Hicks moved to accept Resolution 2020 002 Budget for consideration. Callac seconded.

Hicks introduced 2020 -003 amending the bylaws to allow for the next year's schedule of meetings to be set at the latest scheduled meeting of the previous year. The Resolution was unanimously approved by all present commissioners.

Open Forum

Townsend asked for clarification on the Beautification committee. Callac explained that the beautification committee was currently unable to conduct business due to a lack of required committee members.

Hicks offered that "beautification" projects could be taken up in the Safety committee if the argument could be made that the beautification project would improve safety. Examples may include changing out the crime prevention signs to new clear signs.

Callac asked if it was clear that the Beautification committee did not hold powers that would constrict activities by the other committees.

Pecquet stated that he thought the committee's should be combined. John Hains offered that more ideas should come from more committees and help offer clarity as to what types of projects are funded.

Townsend noted that Penni Guidry and Dave Mooney would not hold their annual Halloween park event.

Hicks moved to adjourn the meeting. Callac seconded.

Two handwritten signatures in blue ink. The top signature is a large, stylized cursive signature. The bottom signature is a smaller, more compact cursive signature.

12/8/20

12/8/20

CAPITAL HEIGHTS CRIME PREVENTION AND IMPROVEMENT DISTRICT

The following resolution was offered by _____ and seconded by
_____ on the date of _____:

RESOLUTION NO. 2020-002

Addendum A.

Proposed budget for Fiscal Year 2021 (January 1 through December 31st)

1.	Police Patrols	\$58,000
2.	District Improvements (Projects Require Future Budget Committee Approval)	\$125,500
3.	Communication	\$2,000
4.	Assessor Fees	\$1,200
5.	Accounting/Auditor Report	\$500
6.	Administrative	\$300
	Total	\$187,500

Presented to the Board of Commissioners at the public meeting held on October 20, 2021.

Chairman

2020 & 2021 BUDGET BREAKDOWN



CATEGORY	2020 BUDGET	2020 SPENT	2020 CARRYOVER	2021 FUNDS	2021 BUDGET
POLICE PATROLS	\$65,000	\$52,440	\$12,560	\$45,440	\$58,000
SAFETY COMMITTEE BUDGET (DISTRICT IMPROVEMENTS)	\$87,800	\$1,979	\$85,821	\$39,679	\$125,500
WEBSITE & MAINTENANCE (COMMUNICATIONS)	\$200	\$216	\$0	\$2,000	\$2,000
FEES FOR COLLECTION OF REV (ASSESSOR FEES)	\$1,200	\$2,128	\$0	\$1,200	\$1,200
INSURANCE (ELIMINATED)	\$2,000	\$0	\$0	\$0	\$0
ACCOUNTING (ACCOUNTING/AUDITOR REPORT)	\$500	\$450	\$50	\$50	\$500
ADMINISTRATIVE	\$300	\$165	\$135	\$165	\$300
UN ALLOCATED			\$2,556		
TOTAL	\$157,000	\$57,378	\$101,122	\$88,534	\$187,500

10/20/20

CHCPID
Balance Sheet Standard
As of October 20, 2020

	<u>Oct 20, '20</u>
ASSETS	
Current Assets	
Checking/Savings	
IberiaBank Checking	<u>111,776.07</u>
Total Checking/Savings	<u>111,776.07</u>
Total Current Assets	<u>111,776.07</u>
TOTAL ASSETS	<u><u>111,776.07</u></u>
LIABILITIES & EQUITY	
Equity	
Retained Earnings	70,950.11
Net Income	<u>40,825.96</u>
Total Equity	<u>111,776.07</u>
TOTAL LIABILITIES & EQ...	<u><u>111,776.07</u></u>

10/20/20

CHCPID SAFETY COMMITTEE REPORT 2020

Committee Members:

Matt Callac, John Hains, Mark Nehlig, Charles Pecquet, Terry Conrad

1. Four meetings held in 2020 – Jan 16, May 6, July 15, Sept 16, pending Nov 5
2. District wide newsletter mailing
3. Officer on Patrol signs ordered and in progress to replace Neighborhood Watch signs
4. Hot topic – Theft from unlocked vehicles
 - a. Postcard mailing approved for neighborhood action
5. Pending project (2021?) Capital Heights Bike Lane restriping
6. Wishlist
 - a. Website updates with Patrol Stats
 - b. Regular mailings to residents – new vendor / lower cost
 - c. Traffic calming on Steele, Glenmore and Richland
 - d. Improved workflow between CHCPID Board and Committees

The Capital Heights Crime Prevention and Improvement District has hired extra duty police patrols to deter crime, provide for improved response time to emergencies, and compile data in order to identify areas for improvement in our safety.

Recently, the reported data indicates **over 99% of vehicular burglaries are from unlocked cars**. Firearms are often stolen from these vehicles. A **semi-automatic AK** was recently stolen from a car in the neighborhood. Stolen weapons are often used in **violent crimes** including the recent death of one of our neighbors in Bernard Terrace.

WE NEED YOUR HELP TO HALT THIS TREND AND KEEP OUR NEIGHBORHOOD SAFE:

LOCK YOUR CARS.

Lock cars every time you exit, and double check every night. Set a timer. Post a note. Create a reminder. Areas known for not locking their doors attract future burglaries.

REMOVE VALUABLES.

Purses, briefcases, electronics and firearms should be removed. Don't just remove them from sight, **remove them from the vehicle!** Firearms should always be securely stored.

LIGHTING. CAMERAS. ACTION.

Use outdoor lighting. Install visible cameras. Be proactive in protecting your property.



CAPITAL HEIGHTS

GRADE PREVENTION & IMPROVEMENT DISTRICT

P.O. Box 67198, Baton Rouge LA 70896

