

CAPITAL HEIGHTS CRIME PREVENTION AND IMPROVEMENT DISTRICT

The following minutes was offered by Hicks and seconded by Singer:

BOARD OF COMMISSIONERS SPECIAL MEETING MINUTES

Wednesday, November 21, 2017, at 6:00 pm
Ingleside United Methodist Church
4264 Capital Heights Avenue
Baton Rouge, LA 70806

Tyler Hicks called the meeting to order at 6:00pm and welcomed those present.

I. Roll Call

The following members were present: Aaron Cherry and Tyler Hicks. Also present were Terry Singer, and Monica Murphy. Matt Callac was absent.

Guests in attendance were Elise Read, Officer Jason Palmer, and David Mooney.

II. Oath of Office

A motion was made by Cherry and seconded by Hicks to rearrange the proposed agenda. The motion placed the oath of office before review and approval of minutes from the January 2017 meeting.

Tyler Hicks, Monica Murphy, and Terry Singer were administered the Oath of Office by David Mooney at 6:04pm.

III. Review and approval of the minutes of the board meeting held January 18, 2017

Tyler Hicks presented a motion to approve the minutes from the meeting held January 18, 2017 as presented. The motion was seconded by Singer and adopted.

IV. Discussion and adoption of a resolution establishing the meeting schedule for 2018, to include

the date, time and location of meetings

Hicks opened the discussion with the statement that the law requires the board to meet at least twice per year. Hicks advised having a meeting in January to elect officers of the board, with a second meeting in October. The board decided to meet on January 30th, and again on October 23rd, ~~2017~~²⁰¹⁸. The meetings will be held in the sanctuary of Ingleside Methodist Church at 6pm.

Hicks submitted resolution 2017-004 establishing the meeting dates and times for 2018. The motion was seconded by Murphy and passed with no objections.

V. Receipt of proposed budget recommendation for FY2018

Hicks pointed out that originally the board voted to base its fiscal year on the States July-June Fiscal year, however the bylaws call for a calendar fiscal year. Hicks offered an amendment to update the proposed budget to reflect the calendar fiscal year. The motion was seconded by Cherry and amended with no objections.

Hicks presented the proposed budget. Of a total of an estimated \$83,314 total revenue, the

budget outlines expenditures of \$73,000 for off duty police patrols, \$3,000 fee for collection of revenue, \$1,000 each for insurance, accounting, administration, and website maintenance, and \$3,314 payable to CHNA as reimbursement for district startup costs.

Callac asked via e-mail to reserve half of the patrol funds to pay for neighborhood improvements to include items like signage, cameras, speed bumps, etc. Cherry pointed out the previous board agreed informally to use the maximum amount possible to purchase police hours. It was his opinion that at this time it would be disingenuous to change that agreement, and all available funding should be spent on extra patrols.

Officer Palmer was questioned by Murphy about rates for patrols and whether or not that was a

negotiated amount. Palmer indicated that the rates were \$30/hr/officer and that was a non-negotiable amount. In addition, a monthly report from BRPD would be made available at no

additional cost.

Hicks moved to adopt resolution 2017-005 establishing the budget for fy2018, including the amendment of changing the fiscal year to reflect the calendar year. The motion was seconded by Singer and passed with no objections.

VI. Discussion of administrative and organizational tasks to include website preparation and maintenance, establishment of a bank account, communications with the public, and other items of this nature

Hicks indicated that during the January meeting, elections will be held to establish officers of the board. He offered to become President, and there were no objections. Cherry offered to maintain his role as secretary take over uploading documents to the website. There were no objections. Callac offered via email to serve as Treasurer of the board. Hicks reminded those present that the Vice-President would assume the role of the President in his absence.

Additionally, he plans to task that office with maintaining communications with the Baton rouge Police Department. That office will be chair of a communications and coordination committee which will handle communications with both BRPD and the public.

All members have been tasked with setting up a communications and coordination committee prior to the January meeting. The goal is to have framework in place outlining how the committee will be set up, and what their duties will be. The framework should be in place for approval at the January meeting.

Hicks and Callac are charged with setting up a bank account to handle all money associated with the crime district.

VII. Announcements

Hicks announced the three vacant officer seats that would be voted on at the January meeting: President, Vice-President, and Treasurer.

Hicks cancelled the meeting scheduled for December 6

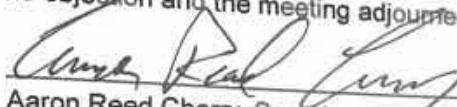
th. Cherry was tasked with posting a cancellation notice on the entrance to Ingleside Methodist Church on December 5th

VIII. Other

No other business was discussed.

IX. Adjournment

A motion to adjourn was made by Cherry and seconded by Hicks. The motion was passed with no objection and the meeting adjourned at 6:39pm.



Aaron Reed Cherry, Secretary

Adopted

CAPITAL HEIGHTS CRIME PREVENTION AND IMPROVEMENT DISTRICT

The following resolution was offered by Read and seconded by Cherry:

RESOLUTION NO. 2017-002

WHEREAS, R.S. 42:19(A)(1)(a) requires that each public body give written public notice of their regular meetings at the beginning of each calendar year, such notice to contain the date, time, and location of such meetings.

NOW THEREFORE, BE IT RESOLVED THAT:

The Capital Heights Crime Prevention and Improvement District Board of Commissioners, acting as the Governing Authority of the Capital Heights Crime Prevention and Improvement District, will conduct the following regular public meetings during 2017 concerning the affairs of the District:

1. October 4, 2017, at ^{6:00}~~6:30~~ p.m. at the Ingelside United Methodist Church, 4264 Capital Heights Avenue, Baton Rouge, LA 70806, meeting room to be established on the notice of meeting.
2. December 6, 2017, at ^{6:00}~~6:30~~ p.m. at the Ingelside United Methodist Church, 4264 Capital Heights Avenue, Baton Rouge, LA 70806, the meeting room shall be as provided on the meeting notice.

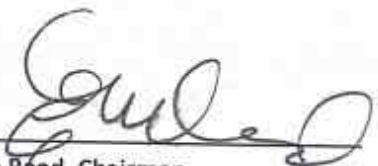
This resolution having been submitted to a vote, the vote thereon was as follows:

YEAS: 5 Read, Hicks, Cole, Cherry, Laubscher

NAYS: 0

ABSENT: 0

This resolution was declared adopted on this, the 18 day of January 2018.


Elise Read, Chairman



Brian Wilson
ASSESSOR
EAST BATON ROUGE PARISH

November 6, 2017

Capital Heights Crime Prevention District
Tyler Hicks
757 Hebert Street
Baton Rouge, LA 70806

To Whom It May Concern:

In accordance to your request for the East Baton Rouge Parish Assessor's Office to place the crime fees on the 2017 tax rolls as authorized by La R.S. 33:9097.28 we are officially notifying you that this has been accomplished and as such the information has been forwarded to the East Baton Rouge Parish Sheriff's Office for the official billing.

As authorized by La R.S. 33:9097.28, we are submitting our bill for listing the fees on the tax roll. The charges are shown below:

1, 060 parcels at \$1.00 per fee

TOTAL DUE \$1,060.00

Please submit a check payable to the East Baton Rouge Parish Assessor's Office for the above amount by December 28, 2017. If you have any questions, please contact me at 389-5125.

Respectfully,

Brian Wilson, Assessor
East Baton Rouge Parish

BW/awp

CAPITAL HEIGHTS CRIME PREVENTION AND IMPROVEMENT DISTRICT

BOARD OF COMMISSIONERS MEETING
Wednesday, November 21, 2017 at 6:00 pm
Ingleside United Methodist Church
Sanctuary
4264 Capital Heights Avenue
Baton Rouge, LA 70806

NOTICE OF MEETING AND AGENDA (revised November 2, 2017)

- I. Roll call
- II. Review and approval of the minutes of the board meeting held January 18, 2017.
- III. Oath of office for new appointees.
- IV. Discussion and adoption of a resolution establishing the meeting schedule for 2018, to include the date, time and location of meetings
- V. Receipt of proposed budget recommendation for FY2018.
- VI. Discussion of administrative and organizational tasks to include website preparation and maintenance, establishment of a bank account, communications with the public, and other items of this nature
- VII. Announcements
- VIII.. Other
- VIX. Adjournment

This meeting notice was posted at Ingleside United Methodist Church on the main door facing Ingleside Drive, at 4:15, p.m. on Nov. 20, 2017 by AZON R. CHERRY.

CAPITAL CITY PRESS

Publisher of
THE ADVOCATE

PROOF OF PUBLICATION

The hereto attached notice was published in THE ADVOCATE, a daily newspaper of general circulation published in Baton Rouge, Louisiana, and the Official Journal of the State of Louisiana, City of Baton Rouge, and Parish of East Baton Rouge or published daily in THE NEW ORLEANS ADVOCATE, in New Orleans Louisiana, or published daily in THE ACADIANA ADVOCATE in Lafayette, Louisiana, in the following issues:

11/14/2017



Shelley Calloni, Public Notices Representative

Sworn and subscribed before me by the person whose signature appears above

11/14/2017



M. Monic McChristian,
Notary Public ID# 88293
State of Louisiana

My Commission Expires: Indefinite



PUBLIC NOTICE

The Board of Commissioners of the Capital Heights Crime Prevention and Improvement District will hold a public meeting on Tuesday, November 21, 2017 at 6:00 p.m. at the Ingalls United Methodist Church, Sanctuary Room, located at 4294 Capital Heights Ave. Baton Rouge, LA 70806. The agenda for this meeting shall include consideration of the District's proposed Budget for 2018 in accordance with the Louisiana Local Government Budget Act. The proposed budget and accompanying resolution are available for public review at:

www.chcpd.org

Interested persons may submit written comments to: 4225 November 20, 2017 to: City Clerk, P.O. Box 44119, Baton Rouge, LA 70804
22274-Nov 14 11

CAPITAL HEIGHTS CRIME PREV DIST

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TYLER HICKS
PO BOX 67110
BATON ROUGE, LA 70896