

**Broadmoor Crime Prevention & Improvement District**

**Meeting of the Board of Commissioners**

**April 28, 2014 @ 5:30 pm**

**Broadmoor Methodist Church**

Gary Littlefield called the meeting to order, and welcomed those present.

I. ROLL CALL

The following Commissioners were present: Gary Littlefield, Steven Graham, Julie Brown White, Mark McDuff, Greg Scott, M. J. Chustz, Jr. and Marcelle DeSoto. Absent: None.

II. Approval of Minutes from January 27, 2014 –Greg Scott moved, seconded by Mark McDuff and unanimously carried to approve the minutes as presented.

III. Treasurer's Report – Treasurer Mark McDuff reviewed the financial report to date with the commissioners. He said we will be spending \$12,600 on the main entrance sign, which leaves only \$5,400 for other signs. We have \$10,000 for beautification, and we will be spending about \$4,000 for grass mowing. That leaves about \$6,000 for landscaping. McDuff noted under Crime Prevention, we miscalculated the estimate for the Coordinator Fee at \$3,120 annually. It should have been \$7,680. We will have to make that adjustment to the budget later in the year. Steven Graham moved, seconded by Marcel DeSoto, and unanimously carried, to approve the financial report as presented.

NEW BUSINESS

- a. Landscaping Quotes – Linda Alwood advised the board that we received only one quote from Grounds Pro. Five companies were asked to bid on the quote, but Gary Littlefield pointed out that this is a very busy time of the year, and many just did not have the time to submit the quote. He suggested having some general maintenance of the flowerbeds done at this time, with the hope of getting three quotes by the May board meeting. After discussion, M. J. Chustz moved, seconded by Marcelle DeSoto to spend up to \$2,000 at this time for general cleaning and maintenance work on the beds. Greg Scott made a substitute motion, seconded by Steven Graham and unanimously carried to spend up to \$2,500 to clean and maintain the beds until we can get a quote for landscaping.
- b. Construction of Signs in Neighborhood – Gary Littlefield thanked those who have worked on getting the sign completed at the main entrance. Steven Graham said he feels like we will be ready for the installation within two weeks. Terry Lawrence addressed the board. He proposed the Broadmoor Crime Prevention & Improvement District consider installing signs at all entrances of the subdivision that read “Private Police Patrol – No Soliciting”. The board agreed this would definitely fall within the scope of the district’s work. They discussed whether the signs should be metal, or banners. Greg Scott moved, seconded by

Marcel DeSoto and unanimously carried to spend up to \$4,000 to purchase metal signs reading "Private Police Patrol – No Soliciting". Mark McDuff said this money would complete our sign budget for the year.

- c. Commissioners Terms – Gary Littlefield asked Linda Alwood to share information on the commissioners' appointments. Linda Alwood distributed a list showing the date and term for each commissioners. She said she spoke with Sheri Morris, our attorney, and was advised, according to law, the commissioners will serve until their replacement is ready to fill the position. The two commissioners appointed by the Broadmoor Residents Association had a two year term that ended in July of last year, but the association reappointed Gary Littlefield and Julie Brown White to serve an additional term. We will schedule their installation at our next meeting.

OLD BUSINESS:

- A. Private Police Patrol – Captain Mark Browning was not available for the meeting.
- B. Attorney General Opinion – North Broadmoor Subdivision – Linda Alwood said she spoke with our attorney Sheri Morris about obtaining an Attorney General opinion to determine if the District could pay for the cost to add the North Broadmoor subdivision to the district. She said the Attorney General's office is so backed up that it could take from 6-8 months to get an opinion. In the meantime, Ms. Morris suggested, since we are allowed by statute to accept donations, we could go to the North Broadmoor residents and tell them that if they raise the amount it would take to add them to the police coverage, we could do so. The board discussed this proposal, but felt it would be very difficult to get enough contributors to make this happen. Several Commissioners felt the Broadmoor Residents Association should pay for this cost to add North Broadmoor to the District, if the Broadmoor Crime Prevention & Improvement District is prohibited from doing so. Marcelle DeSoto moved, seconded by M. J. Chustz and unanimously carried to call a meeting on May 12, 2014 at 6:00 pm to discuss this matter further with the association.

Linda Alwood asked if the board felt she should do any other notification of the meetings, perhaps have signs made to be posted at the entrances of the subdivision telling residents when we are meeting. The commissioners felt we are sending an eblast to the members, have it posted on our website and we post a copy of the agenda at the meeting location. They felt this was enough to meet the requirements.

There being no further business to come before the board, upon motion by Steven Graham, seconded by Marcelle DeSoto and unanimously carried the meeting adjourned.

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Julie Brown White, Secretary