

Broadmoor Crime Prevention & Improvement District

Meeting of the Board of Commissioners

April 30, 2018, 5:30 pm

Broadmoor Methodist Church

Vice-Chair David Broussard called the meeting to order.

I. ROLL CALL

The following commissioners were present: Marcelle DeSoto, David Broussard, Steven Graham, J. Clifford Grout, and Gary Littlefield. Absent: Julie Brown White and Joni Leggio

II. Approval of Minutes from February 5, 2018 – Gary Littlefield moved, seconded by David Broussard and unanimously carried to approve the minutes from February 5, 2018.

III. Financial Report – Linda Alwood presented the year-end financial report to the board in the absence of Treasurer Joni Leggio. After review, Gary Littlefield moved, seconded by Steven Graham and unanimously carried to accept the financial report as presented.

NEW BUSINESS:

A) Private Police Patrol Statistics: Cliff Grout presented a report showing crime statistics for the past quarter. Grout advised the board that the numbers have been trending down so low on each category that by adding even one incident it shows a big difference. The police are averaging 20 traffic citations per month, and most of these are for speeding. DeSoto asked if we needed to continue the additional hours for traffic citations. Grout said we should continue. DeSoto said she just wanted to make sure we have enough money budgeted for the extra hours that will be needed when the children are out of school and holidays. Grout assured her that we have hours budgeted for that purpose.

B) Security Camera Policy: The board considered a proposed Security Camera Policy, which had been reviewed by our attorney Sheri Morris. Steven Graham moved, seconded by Cliff Grout and unanimously carried to approve the policy as presented.

C) RFP for Security Camera: Gary Littlefield presented a proposed RFP for Security Cameras to the board for their review and approval. Again, the RFP had been reviewed and changes made by our attorney Sheri Morris. Cliff Grout suggested we add a provision for a “Delay Cost” of 5% per day, if the contractor receiving the bid does not complete the job in the time frame agreed to in the contract. David Broussard moved, seconded by Steven Graham and unanimously carried to approve the RFP for Security Cameras as amended, to include a statement relative to the “Delay Cost”.

D) RFP for Camera Poles and Electricity: Linda Alwood advised the Commissioners that before the RFP is sent out, we will need to determine the exact locations for the installation of poles and

electricity. If the poles are placed on a right of way, we would need to enter into a cooperative endeavor agreement with the city to move forward. Marcelle DeSoto asked Gary Littlefield and Steven Graham how long it would take for them to get a map of the four locations completed. They said they should have this completed in two weeks.

OLD BUSINESS

- A) New Banners Committee: Cliff Grout advised the board that though he was not chair of this committee, he has gathered the suggestions from the committee for the board's review. The board distributed the choices and voted on those banners they felt would work best. We will purchase banners for Spring, Patriotic, and Christmas this year. David Broussard moved, seconded by Gary Littlefield and unanimously carried to purchase the three banners selected by their votes.
- B) Increase for Police Patrol: Cliff Grout reported he spoke with two crime prevention districts and learned that Sherwood pays their officers \$35 per hour, and Tara pays \$30 per hour. A representative from the Capital Heights District was present at the meeting, and they pay \$30 per hour. Linda Alwood said she learned that Shenandoah pays \$32.50 per hour. Grout said that our current budget for our officers is \$91,200 for the year. If we increased their pay to \$35 per hour beginning June 1st, it would increase our annual budget to \$95,550. Gary Littlefield moved, seconded by Cliff Grout and unanimously carried to increase the police officers pay to \$35 per hours beginning June 1, 2018 maintaining their current work hours, and amending the budget to accommodate this increase to \$95,550 for the year
- IV. Open Forum – A representative from the Capital Heights District asked the commissioners several questions relative to their procedures.

V. ADJOURNMENT

Upon motion by Gary Littleford and unanimously carried the meeting adjourned.

Julie Brown White, Secretary