
SHERWOOD FOREST CRIME PREVENTION AND NEIGHBORHOOD IMPROVEMENT DISTRICT

BOARD OF COMMISSIONERS MEETING

Parcel Fee expires December 31, 2023. Hold parcel fee renewal election by December 31, 2021.

MINUTES

Thursday, March 5, 2015
St. Thomas More Catholic Church
Activity Center
Baton Rouge, LA

The Sherwood Forest Crime Prevention and Neighborhood Improvement District (“District”) held its Commissioners’ meeting at St. Thomas More Catholic Church Activity Center, Room 4, 11441 Goodwood Boulevard, Baton Rouge, LA on Thursday, March 5, 2015 at 6:30 p.m.

Agenda (See Attachment 1 – 1 page)

I. Chairman **Gary Patureau** called the meeting to order at 6:40 p.m.

Roll Call – Richard Empson called roll and a quorum was recognized.

Commissioners Present:

Joel Clement
Richard Empson
Douglas Gonzales
Donald Hogan
John Macus
Gary Patureau
Gary Smith

Guests Present:

Julie Fuselier

II. **Approval of Minutes.** **Gary Patureau** asked the Board to review the minutes in the packets. **Judge Douglas Gonzales** made a motion to approve the February 5, 2015 minutes as distributed. **Richard Empson** seconded the motion. There were no objections and the motion passed unanimously.

III. Financial Report

Gary Smith presented the financial statements. Joel Clement made a motion to accept the financial statement with one change, moving the \$12,782.15 from the Secretary of State category to the EBR Sheriff's Office Tax category. Don Hogan seconded the motion. There were no objections and the motion passed unanimously.

IV. New Business

A. Security Patrol Report

Don Hogan gave the Security Patrol report.

B. Annual Required Financial Reporting. Julie Fuselier distributed Louisiana Board of Ethics Financial Disclosure Form 417, Tier 2.1 and reminded the Commission that the deadline for completion each year is on or before May 15th.

C. Parking – Letter from Resident. Gary Patureau read a letter from a concerned resident relative to cars parking on the street.

V. Old Business

A. Joint Press Conference – April 11 – Broadmoor Baptist. Gary Patureau discussed the potential Joint Press Conference with the Broadmoor Crime District. He discussed the plans to enhance the Press Conference by hosting a personal security seminar; a presentation on doors and locks and presentation by Custom Security on Alarms.

B. D & O Insurance Update. Gary Patureau informed the Commission that the Commission was covered and the Directors and Officers insurance policy was issued by Travelers.

C. FirstCall Subscription Update. Gary Patureau reminded the Commission that FirstCall was bought by another company which was applying for a name transition and upon completion, the SFCO could then contract with them for services.

D. Newsletter – Gary Patureau read legal counsel, Sheri Morris', opinion that paying the Sherwood Forest Citizens Association to publish the newsletter that included information to aid in crime prevention is an appropriate expenditure.

V. Adjournment. Motion made by Don Hogan to adjourn. Motion seconded by Richard Empson. Meeting adjourned at 8:45 p.m.

Respectively submitted:

Richard Empson, Secretary

Approved Date

**SHERWOOD FOREST CRIME PREVENTION AND
NEIGHBORHOOD IMPROVEMENT DISTRICT
BOARD OF COMMISSIONERS**

April 2, 2015, at 6:30 p.m.

**St. Thomas More Catholic Church Activity Center, Room 4,
11441 Goodwood Boulevard
Baton Rouge, Louisiana 70815**

AGENDA

- I. Roll Call**
- II. Approval of Minutes from Previous meeting- 3/5/2015**
- III. Financial Report**
- IV. New Business**
 - A. Security Patrol Report**
 - B. Annual Required Financial Reporting – Form 417**
- V. Old Business**
 - A. Joint Press Conference – Date TBD – Broadmoor Methodist**
 - B. FirstCall Subscription Update**
 - C. Newsletter**
 - D. Banners**
- VI. Adjournment**

Notice is hereby further provide that the District may vote to hold an Executive Session on any agenda or other duly approved item that is exempted from discussion at an open meeting pursuant to state statute.

6:35 AM
04/02/15
Cash Basis

Sherwood Forest Crime Prevention District
Balance Sheet
As of March 31, 2015

	<u>Mar 31, 15</u>
ASSETS	
Current Assets	
Checking/Savings	
1 - Capital One Checking	187,130.81
Total Checking/Savings	<u>187,130.81</u>
Total Current Assets	<u>187,130.81</u>
TOTAL ASSETS	<u>187,130.81</u>
LIABILITIES & EQUITY	
Equity	
Net Income	187,130.81
Total Equity	<u>187,130.81</u>
TOTAL LIABILITIES & EQUITY	<u>187,130.81</u>

6:54 AM
 04/02/15
 Cash Basis

Sherwood Forest Crime Prevention District Profit & Loss Budget vs. Actual January through March 2015

	Jan - Mar 15	Budget
Ordinary Income/Expense		
Income		
47900 · Parcel Fees	221,291.02	202,500.00
Total Income	221,291.02	202,500.00
Gross Profit	221,291.02	202,500.00
Expense		
60400 · Bank Fees	125.50	300.00
62300 · Crime Prevention and Communicat		
62301 · Police - Sheriff Patrol	15,130.00	103,920.00
62302 · Patrol Coordinator	1,000.00	6,240.00
62303 · Radar Gun/Sec Cam/Plate Reader	0.00	1,000.00
62304 · Communication System	0.00	2,000.00
62305 · Newsletters	0.00	6,500.00
Total 62300 · Crime Prevention and Communicat	16,130.00	119,660.00
62500 · Election	12,782.15	12,782.15
62600 · Improvement		
62601 · Beautification - Plantings	0.00	14,000.00
62602 · Beautification - Decorations	0.00	3,000.00
62603 · Signs - Neighborhood Entrance	0.00	5,000.00
62604 · Signs - Crime District Entrance	0.00	3,110.80
62605 · Utilities - Water	63.34	1,000.00
Total 62600 · Improvement	63.34	26,110.80
63300 · Insurance-Directors & Officers	0.00	895.00
63301 · Insurance - Person Property	0.00	1,200.00
63302 · Insurance - Deductible - D&O	0.00	1,500.00
63500 · Legal		
63501 · General	208.00	5,000.00
63502 · Deed Restriction	0.00	2,500.00
63503 · Advertising	0.00	500.00
63504 · Other	0.00	500.00
Total 63500 · Legal	208.00	8,500.00
64901 · Postage	37.00	1,500.00
66700 · Management Services	1,387.12	6,000.00
66701 · Accounting Services		
66702 · Accounting Services - Tax Return	0.00	800.00
66701 · Accounting Services - Other	0.00	1,800.00
Total 66701 · Accounting Services	0.00	2,600.00
67200 · EBR Assessor Tax Roll Fee	3,048.00	2,942.00
67201 · EBR Sheriff's Office Tax	379.10	2,025.00
67300 · Secretary of State	0.00	10.00
68100 · Telephone Expense	0.00	1,200.00
Total Expense	34,160.21	187,224.95
Net Ordinary Income	187,130.81	15,275.05
Net Income	187,130.81	15,275.05

6:54 AM
 04/02/15
 Cash Basis

Sherwood Forest Crime Prevention District
Profit & Loss Budget vs. Actual
 January through March 2015

	\$ Over Budget
Ordinary Income/Expense	
Income	
47900 · Parcel Fees	18,791.02
Total Income	18,791.02
Gross Profit	18,791.02
Expense	
60400 · Bank Fees	-174.50
62300 · Crime Prevention and Communicat	
62301 · Police - Sheriff Patrol	-88,790.00
62302 · Patrol Coordinator	-5,240.00
62303 · Radar Gun/Sec Cam/Plate Reader	-1,000.00
62304 · Communication System	-2,000.00
62305 · Newsletters	-6,500.00
Total 62300 · Crime Prevention and Communicat	-103,530.00
62500 · Election	0.00
62600 · Improvement	
62601 · Beautification - Plantings	-14,000.00
62602 · Beautification - Decorations	-3,000.00
62603 · Signs - Neighborhood Entrance	-5,000.00
62604 · Signs - Crime District Entrance	-3,110.80
62605 · Utilities - Water	-936.66
Total 62600 · Improvement	-26,047.46
63300 · Insurance-Directors & Officers	-895.00
63301 · Insurance - Person Property	-1,200.00
63302 · Insurance - Deductible - D&O	-1,500.00
63500 · Legal	
63501 · General	-4,792.00
63502 · Deed Restriction	-2,500.00
63503 · Advertising	-500.00
63504 · Other	-500.00
Total 63500 · Legal	-8,292.00
64901 · Postage	-1,463.00
66700 · Management Services	-4,612.88
66701 · Accounting Services	
66702 · Accounting Services - Tax Retur	-800.00
66701 · Accounting Services - Other	-1,800.00
Total 66701 · Accounting Services	-2,600.00
67200 · EBR Assessor Tax Roll Fee	106.00
67201 · EBR Sheriff's Office Tax	-1,645.90
67300 · Secretary of State	-10.00
68100 · Telephone Expense	-1,200.00
Total Expense	-153,064.74
Net Ordinary Income	171,855.76
Net Income	171,855.76