

Lakeview Crime Prevention District Meeting

May 23, 2019

Time: 6:00 p.m.

Location: St Dominic Rectory Meeting Room

Brian Anderson called the meeting to order at 6:04 PM. Roll was called. Board members in attendance were: Graham Ryan, Melissa Lessell Nancy Lytle, Val Cupit, Brian Anderson and Reid Raymond. A quorum was confirmed. Ann Leblanc arrived at the meeting during the crime report. Also, in attendance were; board accountant Larry Jacobi, attorney Richard Bordelon. Sgt. James Young stood in for LCPD Commander Sgt. Rene Benjamin.

Approval of Minutes: Brian Anderson called for a motion to approve the minutes of the April 2019 board meeting that had been distributed to the board earlier in the week. The motion to approve those minutes was made by Melissa Lessell, and was seconded by Val Cupit. A vote was held and the motion passed with all voting in favor, none opposed.

Crime Report: After a brief introduction, Sgt. James Young reviewed the monthly crime report and statistics (attached). There were sixteen UCR incidents in May in Lakeview. Sixty-six percent of all crimes in Lakeview are vehicle burglaries or auto thefts. He reviewed response times in Lakeview (LCPD) which were well within the targeted seven-minute threshold. In response to a question from board member Val Cupit, he explained what a 'residence check' consisted of. He concluded his crime report with a review of tips that Lakeview residents could follow that would result in reducing crime. Sgt. Young particularly cautioned all to check their car operator's manuals. Some vehicles, Audis, BMWs and perhaps others have a spare 'cut-out key' in their owner's manuals. Many owners are not aware of this but the thieves certainly know about it. He emphasized the benefits of security cameras on homes at helping to solve crimes. Several questions were then answered from board members and members of the public. Val Cupit asked about the bundling of police reports. Sgt. Young explained that it is a time saving issue when it is very obvious that the same perpetrator has committed multiple crimes at the same time in the same place. He explained that bundling of reports does not reduce the number of charges against the perpetrator, or the severity of the crime.

Financial Report: Larry Jacobi began by passing out the preliminary draft of the section of the audit report. He asked the board to review it, explaining that it is quite lengthy and tedious. Board members were asked to review it and to bring any questions that they may have to the next meeting. It confirms that they agree with the board's financial statements. There was no need for the board to approve it at this time. The second document passed out was the Agreed-Upon Procedures audit. Larry Jacobi announced that this report has a clean approval with no exceptions from the auditors who stated in the report that "there were no corrected adjustments noted." According to Larry that there was another level of audit that would need to be addressed. It has to do with defining the processes that address the managing of the board's accounting during a disaster. He stated that creating these procedures would

increase accounting fees by about another three thousand dollars in the upcoming year. It was pointed out that this increase should be offset by the amount that had been budgeted to create previous procedure manuals that were now created and would not need to be recreated in subsequent years. There is still some time before this disaster plan is due.

Because the board is on the accrual accounting basis, the auditors required there be some accounting of accounts receivable. Everything that the board has is past-tense, because the board has no control over the city's collections and there are no real accounts receivable. However, the accountants and the auditors agreed to define the accounts receivable as the ninety-eight percent collection rate for that year, compared to what is being budgeted, that percentage is less than the five percent variance that must be explained. The end result was that because it falls within the five percent variance, there was no need to change anything. In next year's financial statements, Larry Jacobi reported that we will begin showing the amount that is not collected in the financial records. Brian Anderson pointed out that because the policies and procedures manual had been created that the monies expended to have that manual written would not have to be spent again. It was agreed that the costs to write the Disaster Management Manual this upcoming year should cost approximately the same amount as it cost to write the Policies and Procedure's Manual in the previous year.

A discussion was held about what could or should be done with regards to a board member not fulfilling his responsibilities to fulfill state requirements for board members. Board attorney Richard Bordelon reminded the board that it does not have the authority to remove board members, but that there are other options such as approaching the appointing authority to that particular board member who is not in compliance. Brian Anderson pointed out that the document states that he is responsible for insuring that the requirements are followed and that he wants to know what his options are at insuring that the requirements are followed. Richard surmised that the failure to comply with ethics requirements may become a personal liability of the specific board member and that he would look into it.

Richard Bordelon added that the budget would need to be approved by the board in accordance with public meetings law and that they should likely put approving it on the agenda of the next board meeting. Larry Jacobi pointed out that the remedy for the board member not in compliance with the ethics course would be for that board member to take the online 2018 and the 2019 courses. Brian Anderson stated that he would make sure that the board member who was not in compliance was informed of this remedy. Brian Anderson summarized that that entire audit was completed in draft format that that a it was very close to the final version that the board would be looking at for the next board meeting. There was only one scratch on the audit, it was a single board member who had not completed the online ethics course.

Larry Jacobi pointed out that earlier minutes do not reflect where the board had approved the amended 2018 budget that had been submitted in January. Val Cupit made a motion to add the approval of the revised budget to the current meeting agenda. The motion was seconded by Reid Raymond. A vote was held and the motion to amend the agenda as such passed with all in favor. **Ann Leblanc then made a motion to approve the amended 2018 budget. The motion was seconded by Graham Ryan. A vote was held the amended budget was approved with all present voting in favor.**

Larry Jacobi then reviewed several dates and deadlines including those necessary to notify the city of their intention to increase the parcel fee to the one-hundred and fifty dollars that was allowed by the voters. He also reviewed the profit and loss statement from January through May, pointing out the expenses that were controllable such as the amount of patrols and the purchasing of vehicles. He expressed confidence in getting through the remainder of the year without any problems. He also reviewed the balance sheet. It showed that we were ahead of last year and in a good position to complete the year.

The projected budget (attached) for 2020 was also discussed. Larry Jacobi pointed out that the board was in very good shape. He suggested that if the board should purchase a vehicle, that perhaps buying a current year vehicle in August/September, when the next year's vehicles are coming out might be a way of realizing some savings as opposed to purchasing in January. The income on the 2020 budget was based on the increased one-hundred fifty-dollar parcel fee. He pointed out that the board would be overspending but that they were also bringing a surplus from the previous year forward. The overall collection of the parcel fee is at nearly one-hundred percent. Brian Anderson pointed out that the five hundred dollars that was budgeted for website for the past two years but that has not been spent in those years was actually paid to Ralph Schindler out of the technology budget. A discussion was held regarding marketing via newsletters and social media. Nancy Lytle expressed that some mailing should be made to educate the public about the parcel fee increase and that it should be budgeted. Brian Anderson pointed out that the board was spending more than it was making by approximately twenty-one-thousand one hundred seventy dollars. Several board members expressed that the board was not being fiscally responsible by spending more than it was bringing in. It was expressed that the spending of the surplus should be for rainy day type expenses.

A motion was made by Val Cupit to adjust the technology budget downward by twenty-one thousand dollars. There was no second on the motion and the motion died.

A motion was then made by Nancy Lytle to add five thousand dollars to the newsletter/social media/advertising budget. The motion was seconded by Melissa Lessell. After a discussion in which the need for an actual mailing was needed, a vote on the motion was held. The motion passed, with a vote of one opposed (Ann Leblanc), and all others in favor.

A motion was then made by Val Cupit to decrease the technology line item on the budget by twenty-six-thousand one hundred seventy dollars. The motion was seconded by Nancy Lytle. A vote was held and the motion passed with all in favor.

Brian Anderson raised the subject of collecting the data so that the board could look into the idea of looking at other options of supplementing NOPD patrols with other options such as private patrols or Levee Board Police. Graham suggested forming an ad-hoc committee to study the issue and to collect the data. Brian Anderson stated that he would do so. Attorney Richard Bordelon reminded the board that an ad-hoc committee must comply with public meetings laws. Brian Anderson summarized that at the very latest, in seventeen months the board would be engaged in negotiations with the City of New

Orleans, and that the more informed that they are before they go into these discussions, the better off that they would be.

It was clarified that the board had agreed to make several changes to the proposed budget, but that the actual proposed budget had not yet been approved. Brian Anderson stated that the proposed budget with the agreed-upon changes would be presented to the board for final approval at an upcoming LCPD board meeting.

Public Comments: Brian Anderson called for any questions or comments from the public and there were none.

Richard Bordelon explained that Senate Bill 110 could possibly allow the fee that the city charges LCPD to collect the parcel fee could be increased. He added that this conflicts with what the LCPD already has in place, but it was felt that the bill would not pass and therefore does not require any action.

Crime Camera Update: Brian announced that it would be necessary for the board to go back out with an RFP regarding the crime camera program. Because the process is time consuming, he asked for members to volunteer to help Reid Raymond with that RFP procedure.

Administrative Agenda: Technology Report: Brian Anderson reminded the board that their financial disclosure forms for the previous year of 2018 were due in on May the 15th and that online ethics courses by board members are due to be taken before the end of December 31st. He asked that the certificates of completion for the online ethics course be emailed to either him or Ann Leblanc. Brian Anderson called for a motion to adjourn the meeting. The motion for the meeting to adjourn was made by Nancy Lytle, and it was seconded by Graham Ryan. All were in favor and the meeting was adjourned at approximately 7:37 pm.