

**PARKWOOD TERRACE CRIME PREVENTION
AND NEIGHBORHOOD IMPROVEMENT DISTRICT (PTCPNID)
COMMISSION MEETING
BAKER LIBRARY | HYBRID**

MINUTES

Monday, September 9, 2024, 6:30 p.m.

1. Call to Order
The meeting was called to order by President Tasha Elbert-McClain at 6:36 p.m.
2. Invocation – Harry Horton
3. Roll Call
Commissioners present: Tasha Elbert-McClain, Yolanda Brown, Harry Horton, Cynthia D. Miller, Eddie Young, and Vera Hollins. Jerri Booker was absent.
4. Declare Quorum – Yolanda Brown
5. Approve Agenda
It was moved by Cynthia D. Miller to approve the agenda. Seconded by Eddie Young. Motion passed.
6. Minutes from Previous Meeting June 18, 2024
It was moved by Cynthia D. Miller to approve the minutes from June 18, 2024. Seconded by Eddie Young. Motion passed.
7. Officer Election
President Elbert-McClain stated that she had received a resignation letter from Harry Horton, relinquishing his officer position as Treasurer. Vera Hollins was nominated as Treasurer. There was no opposition. It was moved by Cynthia D. Miller to accept Vera Hollins' nomination as Treasurer. Seconded by Harry Horton. Motion passed.
8. Financial Report – Vera Hollins
It was moved by Yolanda Brown to accept the Financial Report. Seconded by Eddie Young. Motion passed.
9. Old Business
 - A. Update on Commissioner Appointments
President Elbert-McClain gave an update on all Commissioner appointments: Commissioners are Tasha Elbert-McClain, Cynthia D. Miller, Harry Horton, Jerri Booker, Yolanda Brown, Eddie Young, and Vera Hollins.

B. Revise/Update Bylaws (seek advice)

President Elbert-McClain stated that the Bylaws need to be revised/updated in that there are items that do not coincide with the RS 33:9097.29 Statute. She stated that a Special Call Meeting should be held prior to the beginning of the fiscal year, October 2nd. This meeting is scheduled for Tuesday, September 24, 2024, at 6:00 p.m., via Zoom. The Special Call Meeting Agenda:

- (a) Revise/Update Bylaws
- (b) Budget Planning
- (c) Special Fencing

10. New Business

A. Recent Crime in Neighborhood

President Elbert-McClain spoke about the recent crime in the neighborhood (burglary, car theft, attempted car theft). She read the police report from Officer Harrell.

B. Installation of Fencing behind Melban Residents (7ft-8ft)

Cynthia D. Miller suggested the idea of 7ft-8ft fencing along the canal at the dead end of Alba Drive and behind the residents on Melban Street. She will have quotes for the December 2, 2024 meeting.

She did mention that before any work is done the residents on Melban Street (butted against the canal) will have to give their approval.

The subject of LED lighting came up, to which Ms. Miller stated that she spoke to Mayor Waites. The Mayor told her that the LED lights have been paid for but that he was waiting on an installation date.

C. Large Crime Prevention Sign (Recycle or Trash)

Crime Prevention has a large sign that is being unused due to its awkwardness. Eddie will get the sign from Joe Jenkins and see if it can be salvaged.

D. Installation of Cameras

- a. Front Entrance – Chief Carl Dunn, Baker PD (not in attendance)

Officer Randolph Harrell was in attendance at the meeting and spoke on the following:

- i. Speeding on Alba Drive exceeds 37mph.
- ii. Most tickets written for speeding and/or running the stop signs are guests in the neighborhood.
- iii. The Cameras at the Front Entrance are only LPR (License Plate Readers). They do not capture a person's image. These cameras work with Wi-Fi.

- iv. Baker Police are looking to obtain Flock Cameras through a grant that someone will have to write.
- v. Residents should focus now on installing additional lighting around their homes, especially motion-detector lighting.

- b. Camera at Alief (Dead End)
- c. Cameras at Alba (Dead End)

There was some discussion about the installation of Cameras in items b. and c. above, however, due to time constraints the meeting had to be adjourned.

It was moved by Eddie Young to table Agenda Items until the December 2, 2024 meeting. It was seconded by Cynthia D. Miller. Motion passed.

Meeting Adjourned at 7:56 p.m.

TABLED ITEMS

- b. Cameras at Dead End of Alief and Alba
- E. Officer on Patrol Signage
- F. Increase Hours of Patrol
- G. LED Lights in Subdivision
- H. Landscaper and Lawn Service
- I. Renewal of Parcel Fee which expires June 2026
 - a. Keep Parcel Fee at \$100?
 - b. Raise Parcel Fee to \$150?
 - c. Must be voted upon during Election Period November 2025? to go into effect for 2026 (seek advice)

According to Louisiana Statute - RS 33:9097.29

Parcel Fee.

(c) The fee shall expire ten years from its initial levy but may be renewed as provided in Subparagraph (a) of this Paragraph. If the fee is renewed, the term of the imposition of the fee shall be as provided in the proposition authorizing such renewal, not to exceed ten years.

(3) (a) At least thirty days prior to any election held to approve imposition of a parcel fee, the board shall mail notification of the upcoming election to each registered voter of the district and to the owner of each parcel fee if the owner is not a registered voter of the district.

11. Other

12. Public Comments

13. Next meeting – December 2, 2024

14. Adjournment