

**MELROSE PLACE CRIME PREVENTION DISTRICT
BOARD OF COMMISSIONERS**

**Tuesday, April 8, 2025, 6:00 p.m.
EBRPL - Eden Park Branch Library
5131 Greenwell Springs Rd. Baton Rouge, LA 70806**

MINUTES

1. Call to Order
 - a. Meeting Convened Time 6:05 pm
2. Roll Call/ Confirmation of Quorum
 - a. Commissioners Present: Amy Pirtle, Alex Keys, Cary Skaggs, Joseph Powell, David West
 - b. Commissioners Absent: Gerald Dean Scott, Maxwell Martin
 - c. Members of the Public Present: Officer Jordon Lear and Heidi Guercio
3. Adoption and Approval of Minutes from January 14, 2025 Meeting
 - a. Motion made by: A. Pirtle
 - b. Seconded by: D. West
4. Adoption and Approval of Minutes from February 27, 2025 Meeting
 - a. Motion made by: A. Keys
 - b. Seconded by: D. West
5. Managing Officer Report
 - a. No new crimes in the neighborhood. Officer Lear did report a person who claimed to be shot at Q Mart. However, there was no evidence that corroborated the story. Also there was an instance of a homeless person getting into a tussle with police at the Racetrac.
6. Open Forum
 - a. A. Pirtle asked for any comments from the public. No comments
7. Unfinished Business
 - a. Status of grant expenditure awarded by Southern University
 - i. Discussion of neighborhood survey development
 1. Per D. West, the survey will be mailed out by July. The survey will be sent out by mail and online, at an expected cost of \$400.
Upcoming events: 3/22 neighborhood event at Valcour & Hermitage. 4/26 Spring fling, and 5/4 Crawfish boil and bike ride
 - ii. Status of Flock Installation
 1. Per A. Pirtle, Permits have been approved. Site visits have been tentatively scheduled for 4/10/25 and installation is expected on 4/30/25 and 5/1/25.
8. Status of commissioner appointment process
 - a. The Board acknowledged that the District is in receipt of Cary Skagg's resignation from the Board effective May 1, 2025.
 - b. Amy gave a report on commissioner appointments.
 - i. Council member Dunn has appointed Alex Keys to fill Cary Skagg's open position.

- ii. The state senator and mayoral appointments are still ongoing, Suggested names for appointments have been submitted.
- 9. New Business
 - a. Treasurer's report on 1st Quarter of 2025
 - i. Quarterly Patrol Costs: \$13,812.50
 - 1. January – 132 hours \$4,820.00
 - 2. February – 119.5 hours, \$4,382.50
 - 3. March – 126 hours, \$4,610.00
 - ii. Quarterly Deposits:
 - 1. \$48,925 in tax deposits
 - 2. \$10,000 from Southern University Grant
 - iii. Payments
 - 1. Other than patrol payments, MPCPD paid for the following:
 - a. Business Directors and Officers Insurance - \$909
 - b. 2 Flock License Plate Readers - \$6,825
 - c. The Mail Bag for Annual Letter printing and mailing - \$365.76
 - iv. Current bank account balance through 3/31/2025: \$101,179.60
 - v. Current bank account balance through 4/7/2025 (including checks not cleared): \$96,569.60
- 10. Election of 2025 MPCPD Board of Commissioners Treasurer
 - a. The election for treasurer was deferred to a future special meeting called for the election.
 - i. Motion made by: D. West
 - ii. Seconded by: A. Pirtle
 - iii. Vote: Unanimous
 - iv. A. Pirtle noted that if the Treasurer is not selected from the current Board members, the Board will have to enter into contract with an outside business agency for handling of treasurer duties.
- 11. Discussion and adoption of Board data access policy with regard to license plate reader data collected by Flock
 - a. The adoption of the Flock Data Access Policy was deferred to a future special meeting.
- 12. Open Forum and Announcements
 - a. Per D. West, the beautification project is running behind 2 months. Had an issue with getting the exact address for a water meter. The water meters should be installed within 1-2 weeks and then plumbing installation can commence.
 - b. Next MPCPD Board of Commissioners Meeting: July 8, 2025.
 - c. Melrose Civic Association Announcements:
 - i. April 26, 2025 – Spring Fling event at Fairfax Park.
 - 1. Estimated Cost of \$500 - \$700
 - ii. May 4, 2025 – Neighborhood Bike Ride and Block Party at North Afton & Hermitage
 - 1. Estimated costs of \$500
- 13. Adjournment
 - a. Meeting was adjourned at 7:11 p.m.

- i. Motion: A. Keys
- ii. Seconded: D. West

President

Date