

**BYLAWS OF THE SOUTHERN HEIGHTS NEIGHBORHOOD
CRIME PREVENTION AND IMPROVEMENT DISTRICT**

ARTICLE I – NAME AND AUTHORITY

The Southern Heights Neighborhood Crime Prevention and Improvement District (“District”) was created by Act No. 338 (2013) enacting La. R.S. 33:9097.21. The District is a political subdivision of the state of Louisiana as defined in the Constitution of Louisiana.

ARTICLE II – OBJECT

Section 1 – The purpose of the District, as set forth in La. R.S. 33:9097.19(C), is to aid in crime prevention and to add to the security of District residents by providing for an increase in the presence of law enforcement personnel in the District and to serve the needs of the residents of the District by funding beautification and improvements for the overall betterment of the District. The Board shall function to carry out this objective for the citizens of the District.

Section 2 – The District shall have the powers and duties, as set forth in La. R.S. 33:9097.21(E) namely:

- (A) To sue and be sued.
- (B) To adopt, use, and alter at will a corporate seal.
- (C) To received and expend funds collected pursuant to La. R.S. 33:9097(F) and in accordance with a budget adopted as provided by La. R.S. 33:9097(G).
- (D) To accept private grants and donations.
- (E) To enter into contracts with individuals or entities, private or public, for the provision of security patrols in the district.
- (F) To purchase items and supplies which the board deems instrumental to achieving the purpose of the district.
- (G) To acquire, lease, insure, and sell immovable property within the boundaries of the District in accordance with District plans.
- (H) To perform or have performed any other function or activity necessary for the achievement of the purpose of the district.

Section 3 – No individual may receive funds for providing security patrols to the District unless they are a commissioned law enforcement officer. Equipment used by those providing security patrols to the District must be the property of that agency or individual.

ARTICLE III – GOVERNANCE

Section 1 – The District shall be governed by the Board appointed, as set forth in La. R.S. 33:9097.21(D), as follows:

- (A) The board of directors of the Southern Heights Property Owners Association, Inc. shall appoint three members.
- (B) The member or member members of the Louisiana House of Representative who represent the area which comprises the District shall appoint one member.
- (C) The member or members of the Louisiana Senate who represent the area comprising the District shall appoint one member.
- (D) The Assessor for East Baton Rouge Parish shall appoint one member.
- (E) The Metro Council member or members who represent the area comprising the District shall appoint one member.

Section 2 – The Board members appointed by the Southern Heights Property Owners Association, Inc. shall serve terms of two years. The remaining four Board members shall serve terms of three years.

Section 3 – All Board members shall own property and reside within the area comprising the District.

Section 4 – Board members shall be eligible for reappointment.

Section 5 – Any vacancy in the membership of the Board shall be filled in the manner of the original appointment. At the expiration of their terms, Board members shall continue to serve in their capacity until either they are reappointed, or a successor is appointed by the applicable governing authority. If the vacancy is caused by the resignation, death, or dismissal of a Board member and the applicable replacement authority fails to fill a vacancy within thirty days, the remaining members of the board may appoint an interim successor to serve until the position is filled by the appointing authority.

Section 6 – The Board members shall serve without compensation and shall not receive reimbursement for expenses.

ARTICLE IV – OFFICERS

Section 1 – The Board shall elect from among its members the following officers: Chairman, Vice Chairman, Secretary, Treasurer and such other officers as it may deem necessary.

ARTICLE V – DUTIES OF THE OFFICERS

Section 1 – The Chairman shall preside at meetings of the Board, shall serve as the spokesman for the Board, and shall be responsible for seeing that the instructions and orders of the Board are carried into effect.

Section 2 – The Vice Chairman shall serve as Chairman in the absence of the Chairman. In the absence of the Secretary or Treasurer, the duties of such office shall devolve upon the Vice Chairman in his capacity as Assistant Secretary or Assistant Treasurer.

Section 3 – The Secretary shall keep minutes of meetings of the Board and shall be the custodian of those minutes and shall perform such other duties as are assigned by law or the Board, as well as those duties applicable to the office as prescribed by *Robert's Rules of Order Newly Revised*.

Section 4 – The Treasurer shall be the custodian of the funds of the District and shall carry out the following responsibilities:

- (A) Develop a proposed budget, including estimating revenue sources and proposed allocations of funds in accordance with the Board's directives. Present the proposed budget to the Board in compliance with the Louisiana Local Government Act, La. R.S. 39:1301 *et seq.* and any other applicable laws.
- (B) Conduct long term financial planning to ensure the District's financial sustainability and ability to fund ongoing crime prevention efforts.
- (C) Identify and pursue opportunities for additional funding through grants, partnerships, donations or other sources as directed by the Board.
- (D) Maintain accurate financial records and prepare and distribute to the Board regular financial reports and prepare any financial reports requested by any agency with oversight over the Board in compliance with any applicable laws.
- (E) Monitor expenses to ensure funds are used efficiently and effectively in accordance with the Board's directives.
- (F) Manage the District's cash flow through revenue collections, issuing payments and maintaining appropriate reserves.
- (G) Perform such other duties assigned by the Board.

ARTICLE VI – MEETINGS

Section 1 – Meetings of the Board shall be held not less than quarterly at a time and location determined by the Board at the first meeting of each calendar year. Notice of the dates and locations of meetings for each calendar year shall be made available to the public as required by La. R.S. 42:19 relative to the notice and conduct of meetings shall conform to applicable provisions of the Open Meetings Law.

Section 2 – Special meetings of the Board of Commissioners of the District may be called by the Chairman or by written request of at least three (3) members. The call of any special meeting shall be sent to members at least five (5) days in advance of the special meeting. Notice of a special meeting must be sent to the Secretary at least ten (10) days in advance of the special meeting.

ARTICLE VII – COMMITTEES

Section 1 – Committees may be created by a two-thirds (2/3) vote at any regular meeting of the Board. The Chairman shall appoint all members of any committee.

ARTICLE VIII – PARLIAMENTARY AUTHORITY

Section 1 – The rules contained in the current edition of *Robert’s Rules of Order Newly Revised* shall govern the Board in all cases to which they are applicable and in which they are not inconsistent with these bylaws or any laws application to the District.

ARTICLE IX – AMENDMENT OF BYLAWS

Section 1 – These bylaws may be amended by a two-thirds (2/3) vote of the members present at any regular meeting of the Board, provided that written notice of such proposed amendment has been delivered to members at least 15 days in advance of the meeting at which they are to be considered.

Adopted on this ____ day of _____, 2024 by resolution of the Board of Commissioners of the Southern Heights Neighborhood Crime Prevention and Improvement District.

Troii Davis, President

Dr. Tia Mills, Vice President

Shela V. Sims, Treasurer

Patti Durio Hatch, Commissioner

Audrey Hampton, Commissioner

Yvette Moody, Commissioner

Eddie Veal, Commissioner