

**BYLAWS
OF
FOREST HEIGHTS PARK
CRIME PREVENTION AND NEIGHBORHOOD IMPROVEMENT DISTRICT
(CPID)**

P.O. Box 73182

Baton Rouge, LA 70874

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ARTICLE I – NAME

This organization is created by House Bill NO.527, Act NO. 118 in the Regular Session by the Louisiana Revised Statute 33:9097.25 and shall be known as Forest Heights Park Crime Prevention and Neighborhood Improvement District (hereinafter FHPCPID). The FHPCPID shall be a political subdivision of the state as defined in the Constitution of Louisiana.

ARTICLE II – PURPOSE

The FHPCPID has been established with the primary objective and purpose of promoting, and facilitating the security of the district residents, aid in crime prevention and to fund beautification and improvements for the overall betterment of the community.

ARTICLE III – FISCAL YEAR

The fiscal year of the organization shall begin January 1st and end on December 31st.

ARTICLE IV – GOVERNANCE

The FHPCPID shall be governed by a seven (7) member board of commissioners all of which must own property and reside within the district and shall be a qualified voter of the district.

4.1 COMMISSIONERS

- 4.1.1 The board of directors of the FHPCPID shall appoint four (4) members.
- 4.1.2 The member of the Louisiana House of Representatives whose district encompasses all or the greater portion of the area of the district shall appoint one (1) member.
- 4.1.3 The member of the Louisiana Senate whose district encompasses all or the greater portion of the area of the district shall appoint one (1) member.
- 4.1.4 The assessor for the parish of East Baton Rouge shall appoint one (1) member.

4.2 TERMS OF SERVICE

- 4.2.1 Each member shall serve two (2) year terms.

4.2.2 Any vacancies in the membership of the board occurring for any reason shall be filled in the manner of the original appointment. If the appointing authority responsible for the appointment of a member fails to fill a vacancy with thirty (30) days, the remaining members of the board shall appoint an interim successor to fill the vacancy.

4.3 OFFICERS

4.3.1 The board shall elect from its members a chairman, a vice chairman, a secretary, a treasurer, and such other officers as it may deem necessary. The duties of the officers shall be fixed by the bylaws adopted by the board.

4.3.2 Chairman – The chairman shall preside at all board meeting. He / she shall manage the affairs and operations of the organization.

4.3.3 Vice Chairman – The vice-chairman shall preside at all board meeting in the absence of the chairman. He / she shall assist the chairman in managing the affairs and operation of the organization.

4.3.4 Secretary – The secretary shall prepare and keep accurate and timely minutes of all board meetings. He / she shall send written correspondences at the direction of the Chairman.

4.3.5 Treasurer – The treasurer shall be responsible for compiling financial statements that reflect all revenue collected and disbursements paid by the organization.

4.3.6 Remaining board members shall support all activities of the Board of Commissioners.

4.3.7 The members of the board shall serve without compensation but shall be reimbursed for their reasonable out-of-pocket expenses directly related to the organization's operations.

ARTICLE V – MEETING AND NOTICES

The Board of Commissioners shall meet at least once per quarter. The presence of four (4) commissioners or more shall constitute a quorum. Special Meetings may be called by the Chairman or at the request of at least four (4) commissioners. Board meetings shall be public.

ARTICLE VI – BUDGET

The Board of Commissioners shall adopt an annual budget. The district shall maintain proper financial records and is subject to audit by the Louisiana Legislative Auditors Office.

ARTICLE VII – INDEMNIFICATION

The district shall indemnify its officers and board members to the fullest extent permitted by R.S. 12:227.

ARTICLE VIII – AMENDMENTS

Any proposed amendment to these bylaws shall be adopted at a regular or special meeting by a majority vote of all commissioners provided notice of intent to amend was given at the previously held regular meeting.

ARTICLE IX – COLLABORATION

The Forest Heights Park Crime Prevention and Neighborhood Improvement District (FHPCPID) shall work in collaboration with Forest Heights Park Homeowners Association (FHPhOA) to achieve the various goals and objectives related to crime prevention, security / safety, beautification, improvements, and the overall betterment of the district while servicing the needs of the residents.

ARTICLE X – CODE OF CONDUCT

The Forest Heights Park Crime Prevention and Improvement District (FHPCPID) shall operate as delineated in House Bill NO. 527, Act NO. 118 without additions or exclusions.

CERTIFICATION

As the secretary of Forest Heights Park Crime Prevention and Improvement District, I hereby certify that the forgoing is a true and correct copy of the bylaws duly and legally adopted by the Board of Commissioners of Forest Heights Park Crime Prevention and Improvement District after due notice, and that said bylaws have not been rescinded, modified or recalled, and are in full force and effect.

Witness my signature on this 15th day of April, 2024

in Baton Rouge, Louisiana.


Secretary, FHPCPID Board of Commissioners