

**CARTER PLANTATION COMMUNITY DEVELOPMENT DISTRICT
PARISH OF LIVINGSTON, STATE OF LOUISIANA**

The Board of Supervisors of Carter Plantation Community Development District (the “Board”) met on Monday, June 5, 2023, at 5:00 p.m. at the Carter Plantation Clubhouse, located at 23475 Carter Trace, Springfield, Louisiana 70462, concerning matters pertaining to the Carter Plantation Community Development District (the “District”), pursuant to the provisions of Chapter 27-B of Title 33 of the Louisiana Revised Statutes of 1950, as amended, comprised of La. R. S. 33:9039.11 through 9039.37, inclusive (the “Act”).

The minutes for the meeting of the Board of Supervisors of Carter Plantation Community Development District, Parish of Livingston, State of Louisiana (the “District”) follow:

June 5, 2023 CP CDD Board Meeting Agenda

- Item 1. Call to order.
- Item 2. Approval of the minutes for the May 8, 2023 Board Meeting.
- Item 3. HCHS Report
- Item 4. Quarterly Financial Report
 - a) 2022-23 Amended Budget.
 - b) 2023-24 Proposed Budget. Tax Assessment & Water/Sewer Rates.
- Item 5. Old Business/Status of Action Items.
 - a) NetDMR 14-Day Notice of DMR. DEQ report.
 - b) Water flow testing
 - c) Cover over water valves on Carter Cemetery Road
 - d) Sewer Plant and Lift Station Repairs. Pump replacement
 - e) Sewer Plant Expansion Report
 - f) Fairway Gardens common area ownership (Phil Latapie, Ace Mortgage)
 - g) Street repairs in Tall Timbers, Snowy Egret & others
 - h) Front entry landscape & fence clean up
- Item 6. Any New Business.
- Item 7. Set Date for Next Board Meeting and Adjourn.

Item 1. Call to Order - 5:00 PM by Ronnie Morse.

Members present: Maurice Welsh, Butch Marchinko, Ronnie Morse & John Munding.
Others in attendance: John Estess Gene Powell Dan Lemoine

Item 2. Minutes from the May 8, 2023, meeting were reviewed. Butch Marchinko made a motion to approve. John Munding seconded the motion. The motion to approve passed unanimously.

Item 3. **HCHS Report** – Judy Sharp was unable to attend, but sent a report sharing that work to repair and replace stairs, ramps, roofing and railings had been completed and looks great. No unexpected surprises.

Shutters are on order but will take a couple of months to be received for installation. A new roof addition serving as an awning over the doorway from the sunroom to the side yard of the property has been completed as a FEMA project. This will protect the double doors off of the sunroom to prevent early rotting and deterioration. This was coordinated with the roof replacement and looks like it is original to the house. A copper awning was added over the rear door from the kitchen where

the handicap ramp is located. This was also done to add a cover to protect that exit door as well as be a rain cover for entry from the ramp.

Item 4. Financial Report – John Estess reported on our status through the first ten months of the fiscal year. Revenue was budgeted at \$452,000, and is projected to be around \$574,000. Property tax assessment revenue was about \$26,000 higher than budgeted. Revenue from water and sewer services was \$96,000 higher than budgeted. Much of the additional revenue was from the \$60,000 received from FEMA to cover previous repair expenses. New homes and property owners created more customers and additional connection fees, which also increased expenses. General repairs and maintenance was about \$16,000 over budget. Sewer and water expenses were only \$2,000 over budget. Professional fees, the cost to collect taxes, insurance and utilities were \$13,000 under budget. In total, the original budget anticipated a surplus of \$40,000. The surplus will likely be closer to \$117,000. About half of that was from the payment from FEMA.

- a) 2022-23 Amended Budget – John Estess recommended that revenue for tax assessments be increased by \$26,000, and revenue for water and sewer be increased by \$84,000. This would adjust revenue from \$452,200 to \$562,600.
He also recommended the budget for various maintenance items be increased \$19,000, and professional fees, insurance and utilities be increased \$8,000. This would increase expenses, not including depreciation, from \$412,000 to \$439,000.
An ordinance was proposed to make the suggested revisions to the 2022-23 budget. The meeting was adjourned to allow public discussion. After further clarification, John Mundingier made a motion to accept the suggested revisions. The motion was seconded by Butch Marchinko and approved unanimously. The ordinance will be read and voted upon at the next meeting. The meeting was called back into session and continued.
- b) 2023-24 Proposed Budget. Tax Assessment & Water/Sewer Rates – John Estess passed out a proposed budget for 2023-24, showing revenue of \$541,800 and expenses of \$466,900. Most numbers were a reflection of revenue and expenses from the previous year. It was agreed to leave tax assessments and water/sewer rates the same as the previous year.
An ordinance was proposed to adopt the proposed 2023-24 budget. The meeting was adjourned to allow public discussion. After further clarification, Ronnie Morse made a motion to approve the budget. The motion was seconded by Butch Marchinko and approved unanimously. The ordinance will be read and voted upon at the next meeting. The meeting was called back into session and continued.

Item 5. Old Business/Status of Action Items

- a) **NetDMR 14-day notice of DMR and DEQ quarterly report** –Gene shared that reports are current.
- b) **Water flow testing** – A motion was made at the previous meeting to have water flow tested. Dan Lemoine will contact Chad Fagan to be sure work is started.
- c) **Cover over water valves on Carter Cemetery Road** – Ronnie agreed to contact Livingston Parish Maintenance to see what needs to happen to get this done.
- d) **Sewer Plant/Sewer Lift Station Repairs** – Dan Lemoine recommended we consider purchasing a vortex impeller pump at a cost of \$9500, instead of replacing the old pump with one to match at a cost of \$8100.
- e) **Sewer Plant Expansion** – No meetings have been held since the last Board meeting. Plans have been submitted to the State Health Department and the Department of Environmental Quality. Once their

comments are received, final corrections will be made and the project can be bid. There was no discussion regarding the financing options.

- f) **Fairway Gardens Common Area** –Pat Beauchamp prepared an Act of Transfer to allow the CDD to take ownership of the property. It’s unclear if the agreement has been finalized. John Mundinger and Butch Marchinko will contact Adrian Antisan to discuss possible drainage options once he comes back into town.
- g) **Street repairs in Tall Timbers, Snowy Egret, & others** – John Mundinger met with Gene Powell to look at applying sealant to various minor cracks on Carter Trace to see if that would be effective. We would also like to look into the cost of repairing broken and missing curbs.
- h) **Front entry landscaping & fencing clean up** – The HOA is looking into cleaning up the main entrance area that would include cleaning the metal fencing, and masonry wall, along with weeding and general maintenance. There was general agreement that this should be the responsibility of the HOA Board, and paid for from their beautification budget. Butch will reach out to the HOA Board to discuss cost options.

Item 6. **New Business.** – There was no new business.

Item 7. Set date for Next Board Meeting and Adjourn - Monday, July 17, 2023, at 5:00 PM.

BOARD OF SUPERVISORS
CARTER PLANTATION COMMUNITY DEVELOPMENT DISTRICT
PARISH OF LIVINGSTON, STATE OF LOUISIANA



By:

John Mundinger, Secretary